



*Annual Report*  
OF THE LIBRARIAN  
OF CONGRESS

FOR THE FISCAL YEAR ENDED

June 30, 1945



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UNITED STATES GOVERNMENT PRINTING OFFICE

WASHINGTON : 1946





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# Library of Congress Trust Fund Board

An act of Congress, approved March 3, 1925, created the Library of Congress Trust Fund Board, a quasi-corporation with perpetual succession and all the usual powers of a trustee, including the power "to invest, reinvest, and retain investments" and, specifically, the authority "to accept receive, hold, and administer such gifts, bequests, or devises of property for the benefit of, or in connection with the Library, its collections, or its service, as may be approved by the board and by the Joint Committee on the Library "

A notable provision of the act (section 2, last paragraph) permits endowment funds, up to a total limit of \$5,000,000, to be treated as a perpetual loan to the United States Treasury, at an assured interest of four percent per annum

Members of the Board, *November 15, 1945*

FRED M VINSON, Secretary of the Treasury, chairman  
Senator ALBEN W BARKLEY, Chairman of Joint Committee on the Library  
LUTHER HARRIS EVANS, Librarian of Congress, secretary  
ADOLPH C MILLER, ESQ [Term expires March 9, 1948 ]  
Mrs EUGENE MEYER [Term expires March 9, 1950.]

## Form of Gift or Bequest to the Library of Congress

Of material:

"To the United States of America, to be placed in the Library of Congress and administered therein by the authorities thereof "

Of money for immediate application:

"To the United States of America, to be deposited with the Treasurer of the United States to the credit of the Library of Congress, subject to disbursement by the Library of Congress "

Of endowments of money, securities, or other property

"To the United States of America, to be administered by the Library of Congress Trust Fund Board for the benefit of, or in connection with, the Library of Congress, its collections, or its service "

NOTE — *Gifts or bequests to or for the benefit of the Library, and the income therefrom, are exempt from taxation by the provisions of Title 2, Section 161, U S Code as follows "Gifts or bequests or devises to or for the benefit of the Library of Congress, including those to the board, and the income therefrom, shall be exempt from all Federal taxes, including all taxes levied by the District of Columbia"*

# Organization of the Library of Congress

ARCHIBALD MACLEISH, *Librarian of Congress* (through December 19, 1944)

LUTHER HARRIS EVANS, *Librarian of Congress* (from June 29, 1945)

HERBERT PUTNAM, *Librarian Emeritus*

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## OFFICERS OF THE LIBRARY OF CONGRESS

### ADMINISTRATIVE OFFICES

LUTHER HARRIS EVANS, Chief Assistant Librarian (through June 28, 1945) and Acting Librarian of Congress (from December 20, 1944 through June 28, 1945)

Edgar F Rogers, Executive Assistant

Accounts Office, Kenneth N Ryan, Accounting Officer

Books for the Adult Blind

Edgar F Rogers, Acting Director (through June 30, 1945)

Joseph P. Blickensderfer, Director (from July 1, 1945)

Buildings and Grounds

William C Bond, Superintendent

Lewis L. Cogan, Assistant Superintendent

C Eldon Ray, Chief Engineer

Joseph E Mullaney, Captain of the Guard

Disbursing Office, James A Severn, Jr., Disbursing Officer

Information and Publications Office, Milton M Plumb, Jr., Information and Publications Officer

Keeper of the Collections, Alvin W Kremer

Motion Picture Project, John G Bradley, Director (from July 6, 1945)

Personnel Office

Byron F Lindsley, Director of Personnel (on leave of absence from October 1, 1945)

Frederick H Wagman, Acting Director of Personnel (from October 1, 1945)

Photoduplication Service

George A Schwegmann, Jr., Chief (through November 14, 1945)

Donald C Holmes, Chief (from November 15, 1945)

Secretary's Office, Alva B Walker, Acting Secretary of the Library

Supply Office, George W Morgan, Supply Officer

Tabulating Office, John I Meehan, Tabulating Officer

### ACQUISITIONS DEPARTMENT

VERNER W CLAPP, Director of the Acquisitions Department

John Hellenback Moriarty, Assistant Director for Operations (through September 17, 1944)

Mortimer Taube, Assistant Director for Operations (from January 1, 1945)

James B Childs, Assistant Director for Planning

Linn R Blanchard, Selection Officer (deceased September 12, 1944).

John L Nolan, Selection Officer and Editor of the *Quarterly Journal of Current Acquisitions* (from January 1, 1945)

Marie W. Cannon, Representative in Latin America (through September 15, 1944)

Manuel Sanchez, Representative in Europe (through June 30, 1945)

James W Glennen, Representative in Europe (from August 1, 1945)

Reuben Peiss, Representative in Europe (from September 16, 1945)

Exchange and Gift Division

John L Nolan, Chief (through May 15, 1945)

Thomas R Barcus, Chief (from May 28, 1945)

Alexander B Toth, Assistant Chief (through March 18, 1945)

Order Division

John L Nolan, Acting Chief (through September 30, 1944)

Alton H Keller, Acting Chief (through February 28, 1945)

Alton H Keller, Chief (from March 1, 1945)

Serial Record Division, Faith Bradford, Chief

### FELLOWS OF THE LIBRARY OF CONGRESS

American History, Donald H Mugridge

American Negro Studies, E Franklin Frazier

American Religious History, Canon Raymond Lee Wolven (in residence November 13, 1944 to January 13, 1945)

Brazilian and Portuguese Studies, Robert C. Smith

British Empire and Commonwealth, Conveys Read Chemistry, Byron A. Soule

Contemporary Africa, Ralph J. Bunche

Contemporary China, Charles F. Remer

Contemporary France and North Africa, Sherman Kent

Contemporary Germany, Harold C. Deutsch and Franz L. Neumann

Contemporary India, William N. Brown

Contemporary Italy, Gaudens Megaro

Contemporary Japan, Charles B. Fahs

Contemporary Russia, Geroid T. Robinson

Contemporary Scandinavia, Oscar J. Falnes.

Contemporary Siberia, Oliver J. Lissitzyn

Economic Literature, Edward S. Mason

Education, Max Lederer and Willard O. Mischoff (from August 21, 1945)

European Labor Problems, Otto Neuburger

Fine Arts, Huntington Cairns, Macgill James, Charles Seymour, and John Walker

Folklore, Benjamin A. Botkin

Foreign Public Finance, Fritz Carl Mann

Geology, William E. Powers

Germanic Literature, Thomas Mann

Library Science, Jerrold Orne

Literature of Political Science, William Anderson

Map Collection, Floyd E. Masten

Medicine and Biology, Morris C. Leikind

Military Science, Edward Mead Earle

Modern European History, Richard H. Heindel

Naval History, Waldo Chamberlin

Near Eastern Studies, Walter Livingston Wright, Jr.

Political Literature, Donald C. McKay

Population, Edward P. Hutchinson

Slavic Languages and Literatures, Francis J. Whitfield

Technology, Manuel Sanchez

Turkish Literature, John K. Birge

War Bibliography, Sidney Kramer

#### FELLOWS OF THE LIBRARY OF CONGRESS IN AMERICAN LETTERS

Van Wyck Brooks, Katherine Garrison Chapin, Paul Green, Katherine Anne Porter, Carl Sandburg, Allen Tate, Willard Thorp, Robert Penn Warren

#### PROCESSING DEPARTMENT

HERMAN H. HENKLE, Director of the Processing Department

John W. Cronin, Assistant Director (from October 1, 1944)

Binding Office, Ruth Kline, Binding Officer  
Card Division

John W. Cronin, Chief (through September 30, 1944)

Nathaniel J. Stewart, Chief (from December 16, 1944)

Edward A. Finlayson, Assistant Chief.

Descriptive Cataloging Division

Lucile M. Morsch, Chief

Hazel Bartlett, Principal Cataloger

Subject Cataloging Division

David J. Haykin, Chief

Leo E. LaMontagne, Principal Cataloger

Union Catalog Division, George A. Schwegmann, Jr., Chief

#### REFERENCE DEPARTMENT

DAVID CHAMBERS MEARNS, Director of the Reference Department

Circulation Service

Donald G. Patterson, Acting Assistant Director (through March 15, 1945)

Donald G. Patterson, Assistant Director (from March 16, 1945)

Loan Division

Harold O. Thomen, Acting Chief (through July 9, 1944)

Elsie Rackstraw, Chief (from July 10, 1944)

Service for the Blind, Maude G. Nichols, Librarian

Library Station at the Capitol, Harold S. Lincoln, Custodian

Serials Division, Henry S. Parsons, Chief

Stack and Reader Division

Donald G. Patterson, Acting Chief

Donald G. Patterson, Chief (through March 15, 1945)

Public Reference Service

Lewis Hanke, Acting Assistant Director (through April 2, 1945)

Harold Spivacke, Acting Assistant Director (from April 3, 1945, through September 1, 1945)

Aeronautics Division, Albert Francis Zahm, Chief

General Reference and Bibliography Division, Robert C. Gooch, Chief

Mortimer Taube, Assistant Chief (from August 15, 1944, through December 30, 1944)

Leslie W. Dunlap, Assistant Chief (from May 1, 1945)

Netherlands Studies Unit, Elly van Aalten, Chief Bibliographer

Slavic Room, John T. Dorosh, Curator

Hispanic Foundation

Lewis Hanke, Director

Francisco Aguilera, Assistant Director (from November 6, 1944)

Manuscripts Division, St George Leakin  
Sioussat, Chief

Maps Division

Lawrence Martin, Chief (through October  
1, 1944)

Robert S Platt, Chief (from October 2,  
1944)

Burton W Adkinson, Assistant Chief (from  
August 15, 1945)

Music Division

Harold Spivacke, Chief

Edward N Waters, Assistant Chief

Archive of American Folk Song

Benjamin A Botkin, Chief (through  
May 31, 1945)

Duncan Black Macdonald Emrich,  
Chief (from October 15, 1945)

John A Lomax, Honorary Curator

Collection of Stradivari String Instru-  
ments

Mrs Gertrude Clarke Whittall, Honor-  
ary Curator

Elizabeth Sprague Coolidge Foundation  
for the Advancement of Music

Mrs Elizabeth Sprague Coolidge, Mem-  
ber, Advisory Committee

Recording Laboratory, Arthur D Semmig,  
Chief Engineer

Orientalia Division, Arthur W Hummel,  
Chief

Hebraic Section, Theodor Herzl Gaster,  
Chief (from April 1, 1945)

Indic Section, Horace I Poleman, Chief

Japanese Section, Edwin G Beal, Jr, Chief

Near East Section, Harold W Glidden,  
Chief (from August 20, 1945)

Prints and Photographs Division

Alice Lee Parker, Acting Chief

Robert C Smith, Assistant Chief and Keeper  
of Archive of Hispanic Culture and Ex-  
hibits Officer (through June 30, 1945)

Photograph Collection, Hirst D Milhollen,  
Curator

Rare Books Division

Frederick R Goff, Acting Chief (through  
February 28, 1945)

Frederick R Goff, Chief (from March 1,  
1945)

Microfilm Reading Room, Faustine  
Dennis, Curator

Legislative Reference Service

Ernest S Griffith, Director

Wilfred C Gilbert, Assistant Director

George Heron Milne, Custodian of the Con-  
gressional Reading Room

Margaret W Stewart, Chief, State Law Index  
Section

Special Projects

Census Library Project\*

Irene B Taeuber, Chief (through September  
21, 1944).

Rudolph Smits, Chief (from January 16,  
1945 through September 9, 1945)

Jefferson Microfilming Project, Helen Bullock,  
Editor

Photograph Section (administered for the  
Library by personnel of the Office of War  
Information)

Paul Vanderbilt, Chief (through September  
1, 1945)

Marion Lambert, Acting Chief (from Septem-  
ber 2, 1945)

Thomas Jefferson Library Catalog Project,  
E Millicent Sowerby, Bibliographer

*United States Quarterly Book List*, Joseph P  
Blickensderfer, Editor.

CONSULTANTS OF THE LIBRARY OF CONGRESS

Acquisition of Rare Books, Lawrence C Wroth  
Arrangement and Use of Public Catalog, Linn  
Blanchard (deceased September 12, 1944)

Braille, Marjorie Hooper (from August 4, 1945  
through September 28, 1945)\*

Brazilian Geography, Christovam Leite de Castro  
(from June 12, 1944 through July 31, 1944)

Care of Manuscripts and Parchments, George  
Leslie Stout (Honorary)

Cartography, Robert S Platt

Cataloging, Classification, and Bibliography,  
Charles Martel (deceased May 15, 1945).

Chinese Letters, Hu Shih (Honorary)

Classical Literature, Harold North Fowler  
(Honorary)

Classification, Clarence Warner Perley (Honorary)

Committee to Select Prints for Purchase under  
the Pennell Fund Alice Lee Parker, John  
Taylor Arms, and Stow Wengenroth

Cuban Bibliography, Fermín Peraza y Sarausa  
(through July 31, 1944)

Economics, Victor Selden Clark (Honorary)

French Literature, Alexis St-Léger Léger

Hispanic-American Bibliography, Cecil Knight  
Jones (deceased September 25, 1945)

History of Canon Law, Stephan George Kuttner  
(Honorary)

History of Science, Frederick E Brasch

International Law, Edwin M Borchard  
(Honorary)

Islamic Art and Archaeology, Myron Bement  
Smith (through September 23, 1944)

Japanese Law, William Joseph Sebald (Honorary)

Library Science, Jorge Aguayo (from June 18,  
1945 through August 12, 1945)

Military History, Brigadier General John McAuley Palmer (Honorary)  
 Paleography, Elias Avery Lowe (Honorary)  
 Philately, James Waldo Fawcett (Honorary)  
 Philosophy, David Baumgardt  
 Planning of the Collections, Harry Miller Lydenberg (Honorary)  
 Poetry in English  
   Robert Penn Warren (from July 23, 1944 through July 15, 1945)  
   Louise Bogan (from September 1, 1945)  
 Political Science and Public Administration, William Franklin Willoughby (Honorary)  
 Roman Law, Francesco Lardone (Honorary)  
 Scandinavian Culture, Sigmund Skard  
 Slavic History, Seigius Yakobson  
 Sociology, Joseph Mayci (Honorary)  
 Theater Collections, Kurt Pinthus  
 Use of Printed Catalog Cards, Charles Harris Hastings (Honorary)  
 Wartime Communications, Harold D. Lasswell (Honorary)

## LAW LIBRARY

ELDON R. JAMES, Law Librarian  
 Francis X. Dwyer, Assistant Law Librarian  
 William Crouch, Assistant in Charge, Law Library at the Capitol

## COPYRIGHT OFFICE

RICHARD C. DE WOLF, Acting Register of Copyrights (through January 31, 1945)  
 SAM BASS WARNER, Register of Copyrights (from February 1, 1945)  
 Herbert A. Howell, Assistant Register

LIBRARY PRINTING AND BINDING  
BRANCH OF THE GOVERNMENT  
PRINTING OFFICE

Harry Falk, Superintendent  
 Albert F. Cogswell, Foreman of Printing  
 Michael M. Burke, Foreman of Binding

# Report of the Librarian of Congress

*The President of the Senate*

*The Speaker of the House of Representatives*

SIR I have the honor to submit my report as Librarian of Congress for the fiscal year ending June 30, 1945. The report is in two parts: description of new acquisitions, and an account of operations. The description of new acquisitions is contained in three supplements to this report (the last issue combining Nos. 3 and 4), for the convenience of the public, under the title *Quarterly Journal of Current Acquisitions*. The three issues of the supplement covering the year ending June 30, 1945, are submitted herewith. The report on operations follows.

LUTHER HARRIS EVANS,

*Librarian of Congress*

THE LIBRARY OF CONGRESS, WASHINGTON, D. C.

*November 15, 1945.*

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# Introduction

I WAS nominated Librarian of Congress on June 18, confirmed by the Senate 11 days later, and sworn in at 2 45 o'clock on the afternoon of June 30. In the strictest sense, therefore, my administration was only two and one-half hours old at the close of the fiscal year represented by this Report. And yet, because I was no stranger to the office, the facts belie chronology.

Throughout the past five years I had, for periods of varying length, been called upon to serve as Acting Librarian. However, during the last six months I had presided over an institution which had no other head. Archibald MacLeish, the Librarian of Congress, had resigned December 19 to become Assistant Secretary of State, and it had become my duty as Chief Assistant Librarian to exercise the powers of his former office until such time as a successor should be named.

It was my earnest hope that the interregnum, however brief, might somehow be distinguishable from a moratorium. Actually, it was to be the longest abeyance in the last 138 years of the Library's history. That atrophy was avoided, that, in a few instances at least, substantial advances were secured, was due to the workings of many influences, always dimly recognized, but never more conspicuously manifest than then. Among those emergent influences were the amazing vitality of the Library itself, the dynamic importance it has come to possess for the American people and their Government, and the staunch strength of a staff striving for its continuing fulfillment.

And there was the impetus given by Mr MacLeish.

It is obviously too soon to form a final judgment of his achievements. Some of the plans initiated by him have not yet been completely executed, and, as a consequence, their validity cannot now be said to have been proved by satisfactory test. Some of his expectations may have fallen short of their attainment, but in that event the fault may have lain with the crew rather than with the commander. He visualized the Library ultimately as a "city of the mind," whereas, in reality, it may be impossible for it to become more than a resort *for* the mind. Howbeit, the use of one preposition rather than another was the mark of his high hope.

Certainly, the Library was a great institution when first he came to it. It is quite as certain that it was even greater when he left. His personality, incisive, imaginative, sensitive, disdainful of mediocrity, intellectually governed, generously perceptive, sometimes richly human and often inspiring has released new energies and projected a design of the future.

An example of the deep impress of his nature upon his associates was the succinct expression of the honor in which they held him, transmitted upon the occasion of his leave taking.

TO ARCHIBALD MACLEISH

the Librarian of Congress from October 1, 1939, to December 19, 1944, his colleagues in the Library of Congress, on the occasion of his departure from them, wish to express their warm and enduring affection for a friend, their gratitude for a friendship.

*"Rarest giving of life and the most valued*

*"Not to be had for a word or a week's wishing",*

their admiration for an inspiring administrator, their continuing loyalty to the sustained and

penetrating vision which has given new meaning to librarianship, to the high purpose, to the relentless drive towards accomplishment, and to the integral humanism of his insistence upon the participation of libraries in the processes of democracy and civilization and in the liberation of the human spirit, their regret at his departure, and their best wishes and highest expectations for him in the important work to which he has been called.

*United in these feelings of affection and respect the members of the Library's staff have subscribed their names upon the pages which follow*

But to understand his accomplishment is to recall its environment. He took office one month to the day after a *wehrmacht* had rolled across the borders of powerless Poland. Appeasement's folly had spent itself. No longer was it possible to combat the forces of evil by ignoring them. It was "a time to speak", "a time to act", "the American cause" was at issue, and in Mr MacLeish the ancient principle of democracy had its most articulate and impassioned champion.

Indeed, throughout the quinquennium of his librarianship, the United States was either threatened with, or engaged in, war, and because he could so eloquently address himself to a militant, informed and free people he was repeatedly called upon by those in authority to give expression to the national interest.

This circumstance, this popular identification of a public figure with a public institution, affected the Library of Congress in various ways. Persons (thousands of persons) previously unmindful of its resources and services turned to it for help, men of letters took a sudden, personal and welcome interest in the Library's affairs, and the scholarly community, always concerned for its improvement, discovered in it new opportunities for enlightened service.

As a result of his insistence, certain aspects of the Library's work came to be increasingly acceptable as definitive and the Library's place in the governmental structure was more firmly and more clearly

established. The library profession, which had viewed his appointment with outspoken skepticism, soon acknowledged his remarkable abilities and looked to him for leadership. The spontaneous ovations which marked his appearance at national conferences were experiences memorable for those who participated in them. In Latin America and, indeed, in all of the United Nations, the Library was recognized as a cultural center distinguished among the cultural centers of the world.

But these were changes of attitude *toward* the Library. Within the Library what took place was not so much revolution as accelerated evolution. His own detailed account of reorganization, reprinted from the *Library Quarterly*, is included as an annex to this account, but the substance of that record may be briefly summarized. Services to Congress were invigorated and radically improved. Administration was simplified and rationalized by the departmental grouping of units responsible for like or related duties. Canons of policy governing the selection of material for the collections were codified and made public. Objectives of service were restated in terms of the order of responsibility and obligation. Technical procedures of the cataloging process were subjected to minute investigation and were modified in the interest of increased production. Fiscal operations were overhauled and modernized. Employees' rights were recognized, regularized, and protected. Positions were more adequately described to reflect precise functions performed, and, as a consequence, salary levels were adjusted upward.

A council of advisers on the development of the Library, representative of scholarly institutions and scholarly interests in every section of the United States, was called into being. The daily conference of the Library's principal administrative officers was developed as a body responsible for the determination of Li-

brary policy A forum, composed of all members of the professional staff, was organized for the discussion of technical problems Interdepartmental committees for the promotion of acquisitions, processing, and bibliography were instituted

In these, and in a myriad other ways, the brush of the comet gave a new dimension to the Library

But the outstanding characteristic of that brilliant episode is not the fact that so much was consummated in so short a time, but rather that there is now so little to repent

I am fortunate in access to the wise counsel and unparalleled experience of Herbert Putnam, the Librarian Emeritus, whose magnificent administration of 40 years produced the present proportions of this institution. It is my purpose, as it must be the purpose of all who succeed him, to carry forward the firm objective and the progressive plan conceived by this great public servant

The Library has grown great, and the mark of its greatness is the growth of its responsibilities Because this is so, it should be declared now and unequivocally that my colleagues and I repudiate every movement toward reckless aggrandizement, and that we disclaim any ambition to absorb any and all national and international functions elsewhere satisfactorily and consistently performed in the public interest As for the American library system, it is our fixed purpose to supplement rather than supplant the local resource

Now this implies on our part neither abnegation nor abdication On the contrary, it implies that the needs of Congress, the Government at large, and the American people can be fully met only if the collections of this Library are comprehensive, organized upon universal principles, and serviced in the national interest It is my duty to give to these historic traditions their most practical application

I have received two charges from the President to advance research in the interest of the legislative process, and to cooperate to the extent of our abilities in the development of other libraries

As to the first, which is, of course, our primary obligation, plans have been prepared and submitted which contemplate a more highly specialized and authoritative service in terms of the subjects represented by the committee structure of Congress These have been considered and have received approval both in principle and in the tangible form of an appropriation which permits their partial execution Their complete realization awaits the decision of the Joint Committee on the Organization of Congress, under the Chairmanship of Senator LaFollette, and of the Congress itself The steady growth of assignments given the Legislative Reference Service by its users, from 10,000 in 1941 to 14,451 in 1945, encourages us to believe that our work for the membership of both Houses is proof of our potential usefulness This much I can pledge the Congress that its business will be for us always the first agenda, that to its service will go our honest, earnest, best and most devoted effort, that our reports to it will be objective, reasoned distillates, freed of prejudice, partisanship and slant, that we will be responsive without presumption or intrusion, that what we do will be done only with its knowledge and approval, or consonant with its broad directives to us, making no commitments inconsistent with its policies, undertaking no activities which may impair its aspirations for us, in short, that we will seek to give continuing and new and prideful meaning to this institution which, created for its service, bears its name

As to the President's second charge, we have placed at the disposal of other libraries our unique facilities for acquisition, engaged in a series of conferences

which have had as their object the most equitable concentration of scholarly materials, participated in the cooperative compilation of bibliographical studies, undertaken the distribution of materials prepared and issued by liquidated or liquidating war agencies, increased the number and extent of our exchanges, inaugurated, as aids to book selection, a series of accession lists, sent out traveling exhibits, begun the manifolding of our administrative and technical manuals for general circulation, encouraged the reproduction of recent European reference works now represented in this country only by single copies, improved the service of our printed catalog cards, relaxed wartime restrictions on interlibrary loans, and collaborated in projects for the micro-filming of manuscripts and newspapers

It is of paramount importance that our relations with each of the other offices of Government, and particularly with each of the other Federal libraries, should be constantly cooperative and cordial. It may be taken for granted that the conduct of official business requires, on the part of many agencies, the possession of working, or "equipment" collections of much used materials, supported by bibliographical apparatus, and administered by professional staffs. It is, moreover, obvious that, by reason of its size, scope and permanence, and in furtherance of governmental efficiency and economy, the Library of Congress should be the main dependence of those agencies in the extension of their services, either through the procurement of appropriate materials, the transfer of duplicates, long-term loans, or cooperative bibliographical projects. Along these lines, much has been accomplished, more may be expected.

For example, the advantages derivable from combined endeavor have been so convincingly demonstrated by the successful operations of the Interdepartmental Committee for the Acquisition of Foreign

Publications, that the Library of Congress has undertaken, at the request of the Department of State, to take preliminary steps toward the organization of a similar and more permanent enterprise for the future. The arrangements reached with the National Gallery of Art and the Office of Education (whereby their expert personnel participates in the development of our collections in exchange for loan and bibliographical services from us) should rapidly be extended to include other institutions. Finally, the regular appearance of *Post-War Problems: A Current List of Printed United States Government Publications*, based upon reports and annotations from 17 issuing offices, and edited at the Library of Congress, is striking evidence of what the Government, working together, can contribute to the bibliographical control of information.

I am most anxious that the Library shall forward, to the full extent that it can forward, the research programs fostered by the universities, the foundations, the learned societies, and the councils which represent them. As a principal beneficiary of the results of scholarship, we acknowledge a special responsibility to its propagation, and to the end that "the stream of human decisions may rest on reason, wisdom and justice," our collections will be built, our services expanded.

The Library of Congress is a natural ally of those organizations, national and international, which stimulate the exchange of cultural benefits as an instrument of world security. It cannot be expected that the discovery of nuclear explosives will alone remove the obstacles to human understanding which the wake of war has raised in a dwindling world, nor should it be supposed that peace, when it comes, will be a reality settled once and for all at that moment when signatures are affixed to a document at the treaty table.

On the contrary, peace and understanding are the engagements of every day, and

every day they must oppose themselves to suspicion, ignorance and parochialism. A recent report of the Rockefeller Foundation, in referring to "the startling effects of isolation on the minds of men," has concluded that "The Russian Tolstoi and the German Thomas Mann, the Englishman Clerk-Maxwell and the American Willard Gibbs, the Dutchman Van Gogh and the Spaniard Picasso, the Finn Sibelius and the Frenchman Debussy—these are the men from every country under the sun who have helped to break down the partitions that in earlier days permanently divided the world."

It has long been our privilege actively to participate in the removal of those partitions, sometimes through direct cooperation with the cultural relations program of the Department of State, sometimes through our own initiative. We have, for example, kept in close communication with the Department's overseas libraries (originally established by the Office of War Information) which have succeeded so admirably in bringing a knowledge of American life to our allies. We have counseled with their librarians, made additions to their collections, sent material on interlibrary loan, compiled reference lists on subjects of particular interest to their adopted constituencies, and, in general, done what we could to promote effectiveness. But the service has been anything but unilateral, for in return we have received from them important books of local origin, detailed reports on publishers' lists and on the state of book markets, and specific recommendations for the guidance of our acquisitions officers.

In addition, we have sent abroad technicians to assist in the foundation of library schools and to give courses of instruction, we have brought to our shores the scholars of other lands to survey our collections in terms of their judgment of what they should include, we have received interns and initiated them in the

rites of bibliographical practice, we have distributed our printed catalog cards and operated music loan libraries, we have circulated albums of American folk song and encouraged translations of American literature, we have partially restored book losses sustained through fire and dispatched carefully assembled exhibits, we have issued guides to the law of sister republics and flown microfilm across the seven seas, we have published the *United States Quarterly Book List*, a review designed to introduce to other nations of the earth the most important current contributions of this Nation to the Arts and Sciences, we have, in short, witnessed the arrival of the day, so impatiently awaited by Emerson a century ago, "when the sluggish intellect of this country will look from under its iron lids and fill the postponed expectation of the world."

From these endeavors three lessons have been learned. First, that other people are eager to share in the American experience, second, that for our part we must more searchingly acquaint ourselves with other ways of life if we are truly to enrich our own, third, that by the common efforts of mankind, commonly applied, knowledge as contained in the records man has made, now hidden behind the confusion of his symbols, may be recovered, recorded, and mastered for the enlightenment and welfare of the human family.

It would be calamitous were these urgent desiderata to be dismissed as fantastic gropings toward an impossible ideal, for actually they are nothing of the sort, and the ways to their attainment are at once practical and prosaic and eminently prudent. As for the means, they are even familiar and humdrum, involving, in library terms, only an expansion and enforcement of exchange agreements, the adoption of a comprehensive (and, perhaps, existing) system of classification as the universal system, the conversion of national catalogs to international catalogs

constructed upon identical principles, the control of subject fields by bibliographical compendia, indexes, and abstracts with each country responsible for preparing the record of its own press, the exploitation and exploration of photographic techniques for the reproduction of unique materials, and the adaptation of mechanical devices to improve, simplify, and perfect the details of each operation

So much for the Library's external affairs, its past, and its part in the world about it. Turning to its inward content, to what it now is, to what it should or may become, the end of an age and the beginning of a new era have contrived to force a critical look at ourselves and to exact a promise of slovenliness corrected. Perhaps, like other traditional institutions, the war has made us overly self-conscious, we have been more uncomfortably aware of disturbing shortcomings, either in our collections or in the service of them, than proud of generally consistent and responsive collaboration, the exposure of unexpected weaknesses has been more humiliating, more damaging to our self-esteem, than has the frequently successful test of proficiency proved to be exhilarating. But in the long run the experience has been good for us. Introspection has even adduced a kind of assurance, for the vague sense of misgiving, felt for so long a time, has yielded to a knowledge of specific faults which can and somehow will be remedied. We know now that our collections, however large, are not in many areas more than half large enough to provide the sources of learning even presently sought in them. We know imbalances in terms of subject and language and in point of time. We know (and herein old, uneasy, doubts have been removed) that for the uses of Government and for the scholars who explore "the inexplicable continuity of this web of God," we must possess a far more comprehensive and a more genuinely universal

resource than the narrow concept of "representation," held in other days, permitted

Our duty, insofar as our duty relates to the perfection of the collections, is thus not only clear but inescapable. We must take all measures necessary to secure the current product of the world's presses without regard to origin or alphabet, modifying our completeness of coverage only by the rejection of literature patently and permanently unimportant, whether intrinsically or extrinsically considered. As for retrospective material, we must microscopically survey our holdings, identifying and recording lacunae, calling upon the value-judgment of competent authorities in each field to distinguish the significant from the insignificant, and resorting, where procurement difficulties exist, to photographic copying as a means of removing deficiencies. We must, at the same time, replenish and restore, where deterioration or mutilation, negligence or accident, loss or extended absence, has injured or impaired the condition of our holdings, or denied their instant availability. After the passage of 145 years, it is high time we had a vigorous and sustained policy of replacement.

As in the case of printed books, so also in the case of other forms must we look to the constitution and reconstitution of the national collections. We have, for example, been driven from complacency to dismay by those inequalities in our map resources which the needs of war have grimly made so plain. The want of European city plans (and we lack many) may well have risked the lives of American soldiers, and the absence of navigation charts may have hazarded the operations of our men at sea.

Again, our Chinese library, large as it is, distinguished as it is, has been too largely formed on classic rather than on contemporary principles with the result that the conflict in modern Asia has some-

times found us inept or actually impotent. Hereafter we must discriminate between an impulse to rescue the literature of the past and the imperative to control the literature of the present.

In the field of music we are preeminent, yet even here there are known gaps which must be filled before the opportunity vanishes. From a pinnacle the path leads only downward, and if we are to maintain our position of leadership we cannot relax, but must redouble our exertions to achieve completeness. Particularly must we apply ourselves to gathering music which has been mechanically captured, whether on cylinders, or discs, or film, or tape, or wire, or, indeed, through any medium, and we must enhance and enrich our notable but woefully few examples of the holographs of master composers.

For the student of our civil, political, and military history, the sources in our manuscripts collection are by no means inconsiderable, but in economics, sociology, science, technology, literature, and the arts there have been only timid and shy beginnings. If we are to become (as we are considered to be) the natural custodian of the American record, we must overcome this diffidence, and enlarge the scope of our garnerings.

For more than a century we have collected prints, but these have been collected as works of this or that engraver, lithographer, etcher, or photographer rather than as factual representations of a place or a person, an episode or a time. This is not for a moment to disparage a point of view, nor to asperse a method, for certainly both are important to us. On the contrary it is intended to point up an opportunity to build our picture collection along other lines as well, and specifically along the lines of iconography and visual documentation. After all, this is a generation grown more facile, more adept at seeing, than at reading, as the training courses of the Armed Forces have

proved with something like finality. For us this means that we must as assiduously collect the national record as visually presented by the printmaker and the photographer and the cinematographer, as we have sought it in books and scores and maps and manuscripts. Here the field is enormous and largely unexplored, but our experience in it, albeit little, has been enough to convince us of its vast significance. The wisdom of Congress in creating the pilot project for the study of problems related to the collection and service of motion pictures assures us that in that respect, at least, we are off to a good start.

We shall have more only if we are to do more. To acquire except to acquaint is unthinkable, and to secure unless to serve is arrant folly. But to the reader of this Report, arranged, as it is, by procurement, preparation and utilization, will come a consciousness of great tasks yet to be undertaken and stern challenges now evaded.

If the Library of Congress is to be a hand to lead to knowledge, rather than frantic fingers to clutch at it, there must be a human development concurrent with the development of material—more sorters and searchers and accessioners, more catalogers and classifiers and shelflisters, more bibliographers and subject specialists and regionalists. Until Dr. Bush's "memex" or other "cheap complex devices of great reliability," come on the market, we must look to persons for the governance of these vast accumulations. So far, the genius of invention has been more completely successful in proliferating records than in creating automata for identifying, digesting and interpreting them. It is this circumstance, this elusive equation which impels the enlistment of the most talented and resourceful minds.

But there is now a need not only for more builders of bibliographical apparatus but for expositors also who will translate it



into action and result. For this, specialists of great competence must be found, men and women, willing, by themselves forsaking, to find, paradoxically, a greater distinction than in the classroom and in the laboratory and in personal research.

Especially is this true of the several branches of the natural sciences, wherein our shelves are crowded with nearly a million volumes, sterile without the quickening care of those who can arouse them. With the exception of aeronautics, the national function is now exercised only in two fields. For the others, the responsibility is clearly ours, and we propose to discharge it. (Agronomy is serviced by the Department of Agriculture, and the *ars curandi* is under the custodianship of the Surgeon General. Were these ever to be threatened with curtailment or dispersal we should be forced to intervene, but for the present they are in excellent hands, and the proposed erection of an appropriate building for the Army Medical Library, adjacent to our Annex, further allays our fears of impermanence.)

Complementing the specialists in subjects are the regionalists, scholars steeped in the lore and life of other peoples. For the literatures of China, Japan, India, the Near East, Spain, Portugal, and Latin America, the Library is fortunate in the association of authorities of great distinction, but

other literatures and peoples must be represented. Most pressing is the Library's need for a great center of Russian studies. The Soviet Union has become the first nation in Europe, and the extent of our knowledge and understanding of it will have importance for the future.

The chapters which follow appear in a sequence which will seem new to the steady reader of these reports. I believe it has a logic which should commend itself as well in terms of the present status and problems of the Library as other reports have done in terms of the foci of interest and attention which governed their arrangement. Emphasis on organizational problems has lessened, making possible the placement of that chapter, and chapters on personnel and finance which go with it, to a position following the account of the Library's principal activities of acquisition, processing, and reference.

This Report is based largely upon the reports prepared by the various department directors, division chiefs, and other officers of the Library. For fusing the selected matter from these sources into the document here presented, and particularly for much of the language in which it is phrased, I am indebted to David C. Mearns, Director of the Reference Department, and from time to time editor extraordinary.

## *Annex I*

# The Job of the Librarian of Congress

An Address by LUTHER H EVANS, Librarian of Congress \*

IN THE great granite building of the Library of Congress which faces the United States Capitol in Washington, and which every American citizen knows from its picture, I had until a few days ago an office on the west front looking out on the Capitol. Now I have been moved to an office in the interior of the building, resplendently designed by a nineteenth-century architect as the office of the Librarian of Congress. Here, I am instructed by the President, my outlook is to be not solely the Capitol Building but the whole United States.

It has been my great fortune to have cooperated with or worked under my two distinguished predecessors who made the Library of Congress what it is today—the national library of the United States. Their terms of office, which covered all the years of the present century, as well as a couple of years of the nineteenth, established standards of achievement so high that it will be difficult to maintain them, even with a profound dedication to the highest traditions of librarianship. Herbert Putnam, Librarian of Congress from 1899 to 1939 and still with us as Librarian Emeritus, set the pattern for most of the services which the Library now performs. Archibald MacLeish, Librarian of Congress from 1939 until last December, reshaped these services and the organization which was to execute them in the light of the conditions of a period of war in which the Nation needed the Library of Congress as never before. I was privileged to assist in this work of reshaping.

I have said that the Library of Congress is the national library of the United States.

This is so in the sense that the Library's work touches the life of every American citizen whether he is aware of it or not. He may never have sat in one of its twenty reading rooms to read one of its six million books, or studied American history in its ten million manuscripts, or pored over its million and a half maps, or examined its preeminent library of nearly two million pieces of music, he may never even remotely realize what is contained in the collections which occupy over 400 miles of shelves, but through the legislation which is enacted in Congress, through the infinite variety of ways in which his life is affected by multitudinous governmental agencies, through the research carried on by universities, industrial organizations, and private scholars, he cannot escape its effects, direct and indirect. The Library of Congress is a very real participant in the waging of war and in the making of peace. In the less exciting area of "library science" it affects to no small degree the quality of library service which American citizens receive directly from their local public libraries.

It would take much more time than I have available tonight to tell you how the work of the Library is accomplished, or what part of it I do personally, but I can give you some hints of the breadth of our interest. An Army officer said to me the other day, alluding to some mimeographed publications which one of the Library's officers had requested for the Library: "If I were a librarian, I wouldn't want to keep that stuff." For answer I took him to certain floors of the Library Annex where hundreds of investigators

\* Delivered over radio station WTOP, Columbia Broadcasting System, Washington, D. C., 10 45-11 00 p. m., July 21, 1945.

from government agencies, many of them Army officers, were collecting and analyzing data for use at the top level of the government in the prosecution of the war. They were digging the data out of humble printed and mimeographed materials assembled over a period of generations by the patient and diligent staff of the Library of Congress. I then took him to our Photoduplication Laboratory which we found working double-shift making photostat and microfilm copies of material in the Library's collections for the use of war agencies and manufacturers of weapons of warfare. Thus I was able to give him my answer we didn't want the fugitive mimeographed publications of his agency merely because a library collects publications, we wanted them for the actual use in their day-to-day work by Members of Congress, Justices of the Supreme Court, Government administrators, Army officers, manufacturers, scientists, scholars, and, finally, the individual members of the public who have exhausted the research material of their localities. The needs for research materials which the Library of Congress must serve are thus as wide and as diversified as are the activities of the American people.

Five years ago the Library of Congress, in common with the rest of the country, received a rude awakening. The Library had been collecting maps for over a hundred years and its map collection was the largest in the United States—but when the armed forces requested maps of foreign countries urgently needed for the national defense, the Library's collection was found to be incomplete. The Library had collected books on the industry and economics of foreign countries, but not enough for the Army's requirements for the invasion of North Africa and Europe, not enough for the selection of targets for bombing missions in Germany and Japan, not enough for foreign economic control. We had much material that was helpful,

indeed essential, but we didn't have all that victory over our better prepared enemies required. Therefore, we have made great efforts to secure the missing material we have brought in great quantities of it by special arrangements of all sorts, some of them very costly in comparison to peacetime methods, and we have made it useful by the preparation of special lists and bibliographies. We have organized a special War Agencies Collection where material of this sort can be brought to the attention of investigators from the war agencies. Meanwhile, we have continued and even extended our usual services, including our service to Congress for whom we maintain a special Legislative Reference Service, our service to other libraries for whom we save perhaps the 5 million dollars a year which the Library costs the people, through the distribution at cost of our catalog cards, thus giving the Nation's libraries large and small the results of our own expert cataloging and classification work, our service to the public, who have freedom of access to our collections and for whom we answer many thousands of inquiries. We have continued to add to the collection of manuscripts which, including as it does the papers of most of the presidents from George Washington to Calvin Coolidge and of other leading figures in our political, social, economic, and literary history, forms the largest non-archival repository of original materials for the writing of that history. The Declaration of Independence and the Constitution of the United States are once more on exhibit in our halls. We have organized special divisions for materials relating to our Hispanic neighbors, for materials relating to Russia, China, Japan, the Near East, and India, for prints and photographs, for motion pictures, music, maps, and aeronautics. Our Law Library is one of the greatest law libraries in the world, perhaps the greatest. We conduct in cooperation

with a number of regional libraries, a program by which reading material in braille and on phonograph recordings is brought to the door of every blind adult in the country who desires the service. We maintain the national Union Catalog, whose ambition it is to record wherever located every book of research value in the library collections of this country. We bring to the people of Washington and of the Nation the world's best concerts of chamber music. In our Copyright Office is maintained the record of the literary production of the country and through its operations the collections of the Library are greatly enriched by the deposit of copies of the publications submitted for copyright.

The organization and services of an institution such as this, developed over a period of a century and a half by men and women of extraordinary intelligence and devotion and with the whole-hearted cooperation of Congress and the whole library system of the United States, are not likely to require revolutionary change by a new Librarian of Congress. I do not propose to make revolutionary changes. I propose to go ahead along the lines already laid down. After all, I have been one of the participants in the recent democratic development of the policies and organizational plans which are now in effect, many of which we brought forward from the earlier period.

There is, however, one important difference between the years just past and those just ahead, and I foresee that there will of necessity be considerable change, though it be made gradually and cautiously. The years of the MacLeish administration were years of war, war for the world and, for most of the period, war for the United States. The approaching years will be years of peace, and they will bring new obligations and new means of service. The immediate changes that I foresee will be changes required by the continued

expansion of the Library's services and their readjustment to peacetime demands. The war has shown as never before the importance of the task to which all librarians are dedicated, it has demonstrated beyond question that knowledge, precise knowledge, must form the basis of all Government policies and private programs, that knowledge has become so extensive and complicated in our modern world there can be no hope of controlling it except in terms of great research libraries giving a highly responsive service at all points where programs are developed and policies decided. Come what may, whether war or peace, the library resources of the Nation, at the head of which stands the Library of Congress, must be built up in such a way that this Nation possesses the printed, the pictorial, the cartographic, and the other material which will be needed by its Government and its people. I am allowing myself no poetic license whatever when I say that matters of large importance—battles won or lost, programs of action misdirected or well directed—are affected by the presence or the absence in the libraries of the Nation of books, government documents, scientific periodicals, and the other forms of publication.

The service of librarianship is indeed a noble service. Even the many humdrum activities which are an inescapable part of library work become bearable and even interesting when they are seen as essential steps in the inspiring labor of holding a light for the guidance of the Nation's leaders. It is from a conviction that the national library, and beyond it the great system of university, research, and public libraries, are sources of essential light without which the national life would be darkened, and the further conviction that good library management can perform statesmanlike services for the people of this Nation, that I draw inspiration for my service as the Librarian of Congress.

## *Chapter I*

# Acquisition of Materials

**I**F THE Library of Congress is to occupy its proper place in the world, if it is to remain a significant factor in the progress of the times, if it is to continue as an effective, reliable and responsive mechanism for the advancement of society, if, indeed, it is successfully to meet its most elementary obligations and discharge its minimal duties, it must constantly and considerately look to the extension, replenishment, perfection and comprehensive competence of its collections, upon which all of its services depend, and for the diffusion of which it exists

The war has brought to the Library responsibilities far graver than those of any other period. Not the least has been the necessity for continuing existing services when the closing of normal acquisitions channels threatened to develop temporary (and possibly permanent) lacunae in the collections. At the same time, the Library has been under the necessity of widening its interests far beyond the limits formerly prevailing in order to keep pace with the ever growing demands of a government compelled to prosecute a war and to shape a peace throughout the entire world. This expansion of interests and the urgency for continuing existing files have made it necessary constantly to find new ways of access and to devise new expedients. The past year has been devoted to the solution (or partial solution) of these problems, and the cessation of hostilities now requires an effort equally intensive.

Indeed there seems no likelihood that a world peace can be established, much less maintained, without the same completeness of information and documenta-

tion required by a world war. Moreover, because the reopening of normal trade relations will inevitably be delayed, many of the procedures described in this Report will continue for some time to come.

The acquisition of material for the Library of Congress from every portion of the globe (not excluding enemy countries) is a responsibility which has called for all the energy, imagination and ingenuity possessed by the Library staff. It has had, for the fulfillment of its purpose, the generous, unfailing and intelligent co-operation of other Federal agencies, the Armed Forces, and governments allied with the United States. Indeed, throughout the entire war, a corps of indefatigable men and women have been engaged in supplying the Library (together with their own establishments) with the materials necessary for final victory and for the preservation of scholarship. At times, this corps has included representatives from the Library: one staff member followed the victorious armies in Africa and Italy, while another transacted Library business to the accompaniment of enemy bombs. At present, members of the Library staff and of the staffs of other agencies are combing devastated cities and former battlefields for all that can be obtained to complete the record of these tragic years.

Those who stayed at home may not have lived so dangerously but their work was no less demanding, nor their contribution of smaller importance. To receive, identify, and record yearly almost 3,000,000 pieces of the most refractory materials created by man has been a task to which the small staff devoted to the purpose was far from

adequate No country of the world, from Senegal to Greenland, from Ecuador to New Zealand, has not been represented, no language is lacking, all conceivable bibliographical forms (and some material without form) has been received, maps of French railways, tables of meteorological data from Africa, Italian aircraft photographs, Spanish provincial gazettes, Indian army newspapers, microfilms, phonograph recordings, manuscripts, all have been part of the day's work Nor have domestic sources been ignored in the stress of covering the rest of the earth 67,000 pieces acquired by copyright deposit and 395,000 pieces from this Nation's Public Printer reached the Library without the necessity of invoking military assistance, but once here, they induced the same problem of planning, housing, identifying and all the other activities that are requisite to the construction of a great collection

The evolution of a department with the primary responsibility for acquiring, accessioning, and routing these numerically vast additions has been described in earlier reports The year's work and the assistance received from collaborating agencies are described below It should be remembered, however, that entire responsibility for the development of the collections is not vested exclusively in the Library's Acquisitions Department Within the organization of the Library, the line can be followed throughout the Reference and Processing Departments, the Law Library, and the Copyright Office. For example, the impetus for recommending purchases comes largely from the reference divisions and the Law Library, where the subject specialists initiate requests for material which has been brought to their notice by publishers' trade lists, the catalogs of the antiquarian book market, and the work of reference and research Not infrequently recommendations originate also in other parts of the Library, and, occasionally, are submitted by the

expert personnel of other agencies Acting on these recommendations within the limits of available funds and in accordance with established policies, the Acquisitions Department then secures the material, performs the appropriate accessioning operations, and routes it to the proper processing or reference division for treatment and service

In succeeding sections, an account is given of the channels and expedients, previously mentioned, followed by reports on those internal procedures which comprise the Library's acquisitions operations

### *Acquisitions Through Representatives Abroad*

During the past year, the Library's overseas interests have been served by a number of representatives Of these, only one, Manuel Sanchez, belonged to the Library staff Of the representatives sent out by the Library in the preceding year, John Lester Nolan returned from England in June 1944, and Marie Willis Cannon from Latin America in August Material from Latin America and Great Britain has continued to arrive at the Library during the past year as a direct result of the arrangements which they negotiated

Mrs Cannon's original plan called for a visitation of the book centers in all Latin American countries After her mission to Mexico in April 1943, she went, on to Ecuador, Peru, Bolivia, Paraguay, Chile, and Uruguay, purchasing material and investigating sources with a view to improving the Library's ability to obtain the significant portion of the products of their presses Unfortunately, upon her arrival in Buenos Aires, Mrs Cannon suffered a long and serious illness which finally compelled her return to Washington on August 31, 1944 Since her recovery, she has been able to provide from her experience useful information for application to the problems of purchasing, and par-

ticularly for the guidance of the publications procurement officers of the Department of State

Between April 1943 and May 1945, Manuel Sanchez, Foreign Representative of the Library of Congress, visited Portugal, Spain, Algeria, Italy, and France. In each country he made extensive purchases, conducted exchange arrangements for the Library, and assisted other Government agencies and the Armed Forces to obtain essential information. He pursued his mission with great energy and utilized every opportunity to advance the interests of the Library. It is hard to believe that any man could have been more successful.

In city after city Mr. Sanchez worked with extraordinary speed and without concern for his own comfort. He "cleaned up the foreign market in Madrid" within 3 weeks, and in Rome he worked "16 hours a day, 7 days a week." During his first 3 days in Lisbon he was followed by German agents, and while in Naples was imperiled by the attacks of enemy planes.

It was in Lisbon that Mr. Sanchez developed the procedure followed in various cities. Immediately after reporting to the Legation and Consulate, he would comb the local book stores. Thereafter, an assistant was engaged and an enterprising dealer was selected to fill orders. Once the purchasing function was complete, letters were directed to the heads of cultural institutions with which the Library could profitably exchange publications. The letters were followed by visits to the institution officials who were requested to forward their publications to the Library by way of the American consul. The material so acquired was promptly dispatched to Washington, and works of particular significance were sent by air.

In the selection of the *Livraria Portuguesa* as his Lisbon dealer, Manuel Sanchez early demonstrated his ability to find a foreign firm capable of handling his work

with speed and discretion. The store permitted Mr. Sanchez to see all book shipments from Central Europe before they were offered to the public, and prevailed upon book shops in Madrid and Barcelona to give the Library first refusal on all books imported from countries dominated by the enemy.

He was as fortunate in his selection of assistants as in the choice of dealers. Carlos Andrade, brother of the proprietor of the *Livraria Portuguesa*, was the first of his able helpers. It was arranged for Senhor Andrade to precede him to Madrid and buy certain books printed in Central European countries. These were held by Senhor Andrade until Mr. Sanchez arrived. Then, Mr. Sanchez himself visited the book stores and noted additional titles for Senhor Andrade to purchase. After this was done, Senhor Andrade would proceed to another city, Mr. Sanchez remaining to make a selection of Spanish publications. Carlos Andrade's business connections were of special advantage in Barcelona where dealers were reluctant to sell large numbers of foreign books because of the difficulty of replacing stock.

Armed with suitable letters of introduction from the United States Embassy, Mr. Sanchez called upon the officers of many cultural institutions in Madrid, who were delighted with the interest shown by the Library of Congress and readily furnished the publications wanted. Numerous works were obtained from Spain simply by persuading Spanish authors to protect their works against plagiarism in the United States by sending deposit copies to the Copyright Office.

In December 1943, Manuel Sanchez moved to Algiers where he devoted his principal efforts to acquiring French newspapers and other serial publications. It was difficult to locate copies of North African newspapers published during the period of German occupation, because most of the papers had been pro-Axis and

now desired to conceal their transgressions. A file of the *Journal Officiel de l'Algérie* was obtained, however, and the American military authorities in Algiers agreed to send the Library a back file of the *Stars and Stripes*.

While in Algiers, Mr. Sanchez was attached to the Allied Control Commission, Sub-Commission on Education, Fine Arts and Archives. For a number of months this organization was indispensable in providing for his transportation and in arranging for the shipment of his purchases. Both then and later our representative was exceedingly fortunate in forming connections giving him the privileges of an officer and preserving his freedom as a civilian.

Following his arrival in Palermo in December 1943, Mr. Sanchez secured an order from the military requiring all book dealers to show him their stocks and to sell whatever volumes he selected. This proved useful shortly thereafter in the purchase of copies of restricted textbooks. He succeeded also in locating the files of the former German consulate in Sicily and a collection of confiscated Fascist Party publications. By day he made purchases or visited scholars in Palermo regarding exchanges and by night he examined, with aid of a flashlight, publications which had been marked for destruction. Although this material filled five rooms, he examined each piece, for, as he wrote, "It would kill me not to go through it. I would feel that I have not done a complete job." Through his industry, 65 boxes of printed matter were accumulated and deposited with the postal authorities in Palermo before he left for Naples in the middle of February 1944.

Arrived in Naples, Mr. Sanchez was fortunate in securing the services of Domenico Fucile, a competent, experienced and vigorous personality whose thorough knowledge of the Italian book trade was to prove its value again and again throughout the months that followed.

With the aid of Signor Fucile, Mr. Sanchez even acquired a set of the *Dizionario di Politica*, in four volumes, published in 1940 and distributed only among Fascist leaders. Signor Fucile was connected also with the Messaggerie book shop and gained access to the store's entire stock.

The Libreria do Stato in Naples had been previously damaged and was closed to the public. Mr. Sanchez sought out the manager, however, and obtained permission to survey the books on hand. Here he secured, among other publications, a file of the *Gazzetta Ufficiale* badly needed by the Library of Congress.

At Naples, too, Mr. Sanchez reported to Major Hinkel, the acting director of the Military Intelligence Commission. This officer intended to establish a central reference library for the use of his command, and he asked the Foreign Representative of the Library to organize the collection. This affiliation meant more work for Mr. Sanchez, but it also gave him greater mobility and improved his access to book deposits. The connection with the Military Intelligence Commission yielded the largest returns when the unit was scheduled to move to Rome. It was impracticable to transport much of the material in the central reference library, and the bulk of the collection was turned over to Mr. Sanchez. Consequently, the Library of Congress received 18 cases of publications originally selected for use in Italy.

The team of Sanchez and Fucile, which had worked so well in Naples, distinguished itself again in Rome. The city had not been seriously bombed, and books were plentiful. Mr. Sanchez divided his want-list among 5 book dealers and shortly had 28 cases ready for shipment to the United States. The 2 men purchased daily newspapers on the streets and sent them weekly to the Library of Congress. Issues of the *Gazzetta Ufficiale* which were enclosed in the packages thus arrived at the Library.



before reaching any other American institution. They worked with such dispatch, indeed, that the Office of Strategic Services and the British Military Intelligence Branch requested them to fill their orders as well. This Mr. Sanchez was willing to do, because it brought to his attention additional titles which the Library of Congress would desire.

While Signor Fucile continued working in Rome on behalf of the Library, Mr. Sanchez went on to Paris in November 1944. Here he located important runs of the *Bibliographie de la France* and *Biblio* and purchased clandestine publications and works on the Orient. In a remarkably short time he had assembled 90 packages of printed matter.

Both Rome and Paris called for Mr. Sanchez's attention simultaneously. A few weeks in one, then a few weeks in the other, brought continually good results.

After two years abroad Manuel Sanchez was given leave to return to the United States. During the days he waited on transportation he supervised the shipment of 120 packages collected in Paris and secured several French "underground" newspapers. In May 1945, he returned to Washington to make a personal report on his two years of service as the Foreign Representative of the Library of Congress. He has since been appointed as the Department of State Publications Procurement Officer for France, in which capacity he will again collect books for the National Library.

### *The United States Department of State*

The conclusion of active hostilities in Europe has had no appreciable effect in reopening commercial channels for the acquisition of material from that continent, while with only a few exceptions channels in the Near and Far East remain as tightly closed as they were a year ago. Consequently, the Library has continued

to lean heavily upon the facilities of the Department of State for transmitting communications and for locating, acquiring and shipping materials.

Indeed, the Library would lean heavily upon the Department's facilities, even if commercial channels were open, for the reason that so much of what the Library needs falls into categories (such as official publications), which ordinarily issue outside the book trade, as well as for the further reason that in so many areas the book trade has not been sufficiently developed to respond to our interest.

An indication of the amount of assistance rendered the Library by the Department is provided by a simple statement of the funds advanced by the Department on our behalf during the past year. A summary follows:

Area	<i>Amount of advances</i>
Africa	\$1,508
Asia	5,515
Central America	240
Europe	20,565
North America	201
Australia	96
South America	5,449
	<hr/> \$33,574

This can be no more than an indication. The full meaning of the cooperation provided by the Department could be disclosed only by a comparison of the contents of the Library's shelves with those of less fortunate institutions. The scholars of tomorrow will have good reason to remember the debt owed to the Department of State for its part in acquiring for us the intellectual record of the war.

### *Publications Procurement Officers of the Department of State*

Under date of June 23, 1943, the Department of State addressed to its diplomatic and consular officers a mimeographed instruction on the procurement

of publications, emphasizing the role of book materials in the conduct of the war, and instructing each mission to designate an officer to report regularly on the availability of publications in his district. In a supplementary mimeographed instruction dated August 31, 1944, the Department repeated its view of the importance of publications to the war effort.

As a result of the response to these instructions, and as a result, also, of the increasing number of requests being made of the Department of State for assistance in securing publications, for facilitating the execution of existing international agreements for the interchange of publications, or for revising or extending such agreements, the Department has determined to appoint officers in its auxiliary foreign service specifically as publications procurement officers, to be charged, at the missions to which they are assigned, with direct responsibilities for the procurement of publications for the Government. The Library, as one of the agencies most particularly concerned for its success, cooperated with the Department in the development of this program, which may prove to be so productive of benefits to the Federal Government beyond the immediate benefit of an assured flow of foreign materials. The Library has contributed two members of its own staff to the service of the Department as publications procurement officers, and it has cooperated also in preparing their instructions and in laying plans of action.

Already, publications procurement officers are active in several principal missions—at Paris, London, and Rio de Janeiro, and other assignments are in prospect. Already the Library has begun to reap benefits from the program in a more rapid response to its requests, in information about the book trade, and in offers of materials which otherwise might not have been brought to its attention.

A principal advantage likely to accrue (apart from securing additional publica-

tions for ourselves) is the coordinate action which will be required of the various Federal agencies and their libraries participating in the program. The Department of State has requested the Library of Congress as the prospectively largest user of its facilities, to take the lead in organizing this coordinate effort with a view to eliminating unnecessary duplication and to making the best use of the program in the national interest. The Library has, consequently, addressed communications to the heads of other agencies likely to be interested, requesting their cooperation in working out the details of such coordination.

### *The Interdepartmental Committee for the Acquisition of Foreign Publications*

The Library has continued, during the past year, to benefit from the vigor which the Interdepartmental Committee for the Acquisition of Foreign Publications has brought to its difficult mission. The tabulation, presented below, of the Library's receipts of material from the Committee shows a 229 percent increase in its principal category over the previous year. This increase has, of course, entailed an increased workload—a load even larger than is indicated by the statistics, for a much greater proportion has been material printed in non-Roman alphabets, especially Russian and Chinese.

The Committee has, in a number of instances, procured material specifically requested by the Library, for the most part, however, the material of general interest secured by the Committee has been placed in our War Agencies Reading Room or the Microfilm Reading Room, there to be generally available to accredited representatives of all the war agencies. After a certain period of time, these materials are opened to public use.

Receipts of material by the Library from the Committee during the past year, as

compared with receipts during the preceding year, have been as follows

Fiscal year	Pieces (books, journals, etc.)	Microfilms (reels)
1944 .	44,331	2,167
1945	146,097	2,854

### *Other Important Sources of Material*

The Office of War Information outposts and libraries of information located in foreign countries have continued to render appreciable and appreciated service to us in securing materials and in acquainting foreign institutions and agencies with our work—an exchange of information which develops naturally into an exchange of publications. The relationship has been bilateral, for example, we have sent, during the past year, 4,992 items to the American Library in London, and smaller quantities of material to the other libraries. In return, these libraries have sent us material directly, or have been instrumental in enabling us to secure material by forwarding to us lists, offers, and bibliographical information. In particular, Flora B. Ludington, at Bombay, and Mary P. Parsons, at Wellington, have found time, despite the press of their usual work, to make valuable arrangements in our behalf.

From the Alien Property Custodian we have received copies of 918 volumes and pamphlets reproduced (in the interest of the war effort) by his office from German and other Axis-printed originals. In addition, the Library has accepted custody from the Alien Property Custodian of several thousand reels of motion picture films seized from enemy aliens and organizations.

The assistance of the Allied Control Commission and a number of War Department branches has substantially increased the volume of material which would never have been otherwise obtained, or which, if acquired through normal channels, would have arrived too late for most effective service.

Through the continuation of the War Emergency Program for the Microcopying of British Manuscripts, conducted by the American Council of Learned Societies, the Library has added to its collections during the past year 90 reels of negatives (out of a much larger number awaiting recording), reproducing several thousand pages of manuscripts and books. These films are now being cataloged, before they reach us, by the Library of the University of Michigan, and a preliminary check-list of them has appeared in a supplement to the *Publications of the Modern Language Association* for March 1945.

We have continued to benefit from the active assistance of the Universities of the Near East under the plan worked out some years ago and described in the *Annual Report* of the Librarian of Congress for 1943.

As a result of the arrangements instituted by Judah L. Magnes and G. Weil at the Hebrew University in Jerusalem, we have received 1,935 pieces of material during the year, principally recent Palestinian imprints. Charles S. MacNeal of Robert College in Istanbul has continued to purchase for us, and we have received, as a consequence of his effort, 450 important Turkish publications. Through the assistance of Charles R. Watson at the American University at Cairo have come 293 items secured in Egypt.

### *The Acquisitions Committee*

The difficult and exacting task of charting the Library's acquisitions course has been assigned to the Director of the Acquisitions Department, who has the assistance in the development of policy and the allocation of purchase funds of an interdepartmental Acquisitions Committee. In the past year, the Committee has devoted its attention to proposed statements of acquisitions policy, to the canons governing

selection, and to a number of special problems, as well as to the preparation of subject-allotment schedules for the increase of the collections

The importance attached by the Committee to the future development of the Library is evinced by the intensive and extensive consideration given to the statements on acquisitions policy which have been submitted by several members during the year. Concurrently, the canons of selection have been subjected to thorough review with the intention of amplifying these dicta in the light of rapidly changing world conditions

Twice during the year the allocation of funds has been discussed and recommendations submitted for their most effective utilization. At the same time, the proper use of the Library's staff of specialists in covering the fields of knowledge was examined, emphasis was placed on the necessity for obtaining, in some instances, assistance from other agencies and institutions to compensate for possible inadequacies of subject specialization among the Library's personnel

Many special problems have engaged the Committee's attention during the year. The relative importance of newspapers in the Library's microfilming program, the future of motion picture selection, the need for transcripts of radio programs, for clandestine publications, for Army newspapers, the advisability of acquiring manuscript materials from foreign countries, the question of retaining copyright deposits permanently, and the extent to which the Library should build up its collection of phonograph recordings. These and numerous similar questions illustrate the breadth of the Committee's responsibility. They demonstrate also the need for a comprehensive policy statement which will amplify and supplement the canons of selection. Such a statement has been one of the Committee's primary interests, a draft is now in preparation

### *Surveys of the Collections*

In carrying out the programs recommended by the Acquisitions Committee the Library has continued the practice of employing distinguished specialists to survey its collections in particular fields and to make recommendations regarding these collections. During the past year the most notable report was that prepared by John K. Birge, who surveyed the Library's Turkish materials, prepared instructions for agents in Ankara and Istanbul, and made definite recommendations looking toward the systematic development of the Turkish collections. Dr. Birge was, in addition, of very great assistance during the period of his active fellowship (January 17–April 16, 1945) in giving advice to the divisions engaged in processing or in servicing Turkish material. He continues to be of assistance in his periodic visits to Washington.

Lawrence C. Wroth, the Library's Consultant in the Acquisition of Rare Books, made many recommendations for carrying out the policy for collecting rare books which he formulated last year, and which was accepted by the Library administration. Alexis St-Léger Léger, our Consultant in French Literature, surveyed French literary production during the war years and prepared a want-list which was used by Mr. Sanchez in France. In this task, his work was supplemented by the temporary appointment of Charles Harris Hastings, formerly Chief of the Card Division, and George Bowerman, formerly Public Librarian of the District of Columbia, who systematically checked the *Bibliographie de la France* against our holdings in order to determine our needs. John Kozák of the Charles IV University of Prague and Library of Congress Fellow in Czechoslovakian Studies (April 15–August 14, 1944) compiled with scientific precision a want-list designed to provide the Library with a Czechoslovakian collection of general usefulness, when such ma-

terials are again available. Trude Sladek, as Associate Fellow in the same field, prepared complementary want-lists for older and specialized material.

Edward Mead Earle, as Fellow in Military Science, continued his notable efforts in developing the collection in military and naval affairs. He was chiefly instrumental in securing for us the papers of Major General James Guthrie Harbord. These papers include translations of German war diaries of World War I, extensive groups of correspondence with General John J. Pershing, Secretary of War Newton D. Baker, and other war leaders of the period, memoranda, orders, maps, scrapbooks, etc. Through his efforts the Library also acquired, last August, the valuable papers of General John L. Hines. Dr. Earle is now carrying on negotiations with respect to several other valuable collections.

Robert Penn Warren, the Consultant in Poetry, continued the survey of holdings in American and English poetry initiated by his predecessor, Allen Tate. The survey resulted in several want-lists which have already been put to use.

The survey of our collections in the Arabic alphabet has proceeded under the direction of Walter Livingston Wright, Jr., who, although he has been away from our service in that of the War Department for a year and a half, has not lost touch with the project, which has been carried on by Sally G. Peisch, in accordance with his directives. In anticipation of the establishment of the Near East Section of the Orientalia Division, Mrs. Peisch has made temporary catalog cards for the contents of our collection. With the completion of this listing, the preparation of a want-list can proceed with certainty.

In addition to the surveys and reports prepared by various Fellows and Consultants, a number of extensive check-lists have been prepared in the Acquisitions Department. These represent either hold-

ings or lacunae in the Library's collections of the official and semiofficial publications of Bolivia, Costa Rica, Dominican Republic, Guatemala, Honduras, Nicaragua, Panama, Paraguay, Uruguay, Brazil (in part), Australia (in part), and Mexico (in part). The emphasis on Latin America is explained by the present relative availability of the material, and by the necessity for listing this material in the guides to the official publications of the other American republics, now being published.

The guide to Latin American periodicals, recently published by the Library, has also been checked against our holdings in order to compile a desiderata list.

### *The Exchange Program*

One and three quarters million pieces of material poured into the Library last year through the work of a single unit, the Exchange Section. This mass included not only material received as a result of specific undertakings with other institutions, but also foreign documents acquired through international governmental exchange, domestic publications deposited for copyright purposes, Federal and state publications, and other receipts resulting from relationships with official and quasi-official bodies.

Conversely, the Exchange Section sent to other institutions more than 150,000 pieces of material of all kinds (not including printed catalog cards nor the Federal documents shipped to or held for foreign governments on the Library's account through the International Exchange Service of the Smithsonian Institution).

No new agreements for the interchange of official publications were concluded during the year. The publications procurement program of the Department of State offers, however, important means whereby existing treaty arrangements can be implemented and extended, and additional arrangements effected. The only change in foreign depositories occurring

during the year was the assignment of a full, instead of a partial, depository set of Federal documents to the Chinese National Library at Peiping at the request of its Librarian, T L Yuan, who has been visiting this country

Notable among the materials received on exchange have been the following 37,918 pieces from Spanish, Portuguese, and Italian institutions as a result of the relations established by Mr Sanchez, 28,590 pieces transferred from the Allied Control Commission in Italy, again a result of Mr Sanchez' activity, 3,332 pieces from 64 Latin American sources as a result of Mrs Cannon's visits, 675 pieces received through the U S S R Society for Cultural Relations with Foreign Countries (VOKS), finally, the large number of accessions deriving from the special Hispanic Exchange Project which is described below

Notable, on the other hand, among outgoing transactions, have been the following a copy of *The Declaration of Independence the Evolution of the Text* and of other Library publications, together with a print of the Office of War Information documentary film describing the Library, presented to the Academy of Sciences of the U S S R, Moscow, on the occasion of its 220th anniversary through the good offices of Henry Field, 1,178 pieces furnished to the State Lenin Library of the U S S R, Moscow, in addition to the continuing set of Federal documents, a total of 18,867 pieces, including the foregoing but exclusive of the depository sets of documents, sent to or set aside for foreign institutions, including Chinese, French, Latin American, Russian and others, some 63,500 pieces presented to the Philippine Commonwealth, 39,067 duplicates turned over to the American Library Association's Committee on Aid to Libraries in War Areas, 41,491 pieces (of which 18,636 were duplicates already in our collections and 22,855 were duplicates specially secured) sent to the Hoover Library of War, Revolu-

tion and Peace in exchange for assistance in collecting the material

The Library has continued to store sets of Federal documents intended for depositories in war areas Approximately 2,000 boxes are now on hand Late in June, however, we were able to ship, through the cooperation of the Office of War Information, these boxes intended for depositories in Italy, France, and Belgium

### *Serials*

In an age when the preponderance of publication is in serial form—newspapers, magazines, journals, official and unofficial series of all kinds—it is obvious that upon a Library's control of its serials depends much of its ability to be of service The Serial Record Division of the Acquisitions Department is that unit which has principal responsibility for maintaining the record of holdings, bound and unbound, for accessioning, claiming missing issues, and for performing certain other services in connection with the Library's serials (except non-governmental newspapers)

In the work of this unit during the past year, performance has been governed by considerations of manpower Statistics are presented in the discussion of the searching operations (p 37), and other statistics are to be found in Appendix I It appears from these that, although the Division performed at a rate 57 percent higher than during the previous year (this being due in part to a temporary detail of assistants) and although it transmitted to other divisions of the Library or otherwise disposed of the huge total of 1,449,377 pieces of material, yet its backlog of work is even greater than it was a year ago, as the result of large influxes of material in the interval Also—although this is not apparent in the statistics—the Division is not doing what was expected of it, in terms of the total Library economy, in the way of maintenance of its records or in claiming missing issues

Lacking additional manpower, there are two ways to approach this problem. One is to reduce the amount of work (i.e., the quantity of accessions which the Division is required to treat), the other is so to modify its procedures that it may accommodate a greater amount of work. The Library is unwilling to adopt the first until the second alternative has been thoroughly explored. A staff committee has been appointed to deal with the problem.

### *The Hispanic Exchange Project*

Beginning with fiscal year 1941, the Library has conducted a special exchange project with Latin American institutions as part of the program, centered in the Department of State, for Cooperation with the Other American Republics. This Project began modestly with limited funds provided to make it possible for the Library to respond to requests for materials from Latin American institutions which, by reason of their nature, it would otherwise have to refuse. The usefulness of the Project has been such that it became necessary, beginning with the past fiscal year, to organize a unit in the Exchange and Gift Division, where continuous attention could be given to this work.

In brief, the Project conducted during the past year exchange relationships with some 279 institutions (or representatives of institutions) in 20 Latin American countries. Most of these relations have been conducted through correspondence, but the Project has also given much direct assistance to visitors from these countries. To their institutions it has sent considerable quantities of material, of which the principal categories are as follows:

Books from the duplicate collection	5,307
Periodicals from the duplicate collection	5,379
Photographic reproductions including photostats (sheets)	ca 4,800
Microfilm reproductions (titles)	ca 130
Library of Congress printed catalog cards	143, 386

Galley sheets for Library of Congress cards (sets of ca 18,000 sheets)	11
Albums of recordings prepared by the Music Division under the 1942 project (sets of ca 29 records each)	39
Broadsides (provided by the Enoch Pratt Free Library) of American poems (sets of 50 broadsides each)	3
<i>United States Quarterly Book List</i> books	583
Reproductions of measured drawings from the Historic American Buildings Survey	ca 800
Games from the duplicate collection	ca 70
Library of Congress printed catalog cards relating to Colombia (sets of 6,000 cards each)	2
Fremont Rider's <i>The Scholar and the Future of the Research Library</i> (copies)	7
Library of Congress <i>Subject Headings</i> , 4th Edition (copies)	6
Reorganization of the Library of Congress (copies)	ca 100
Publications of the Carnegie Endowment for International Peace (copies)	ca 1,000

The materials sent, as may be seen from the above, have been of many different kinds, in response to many different needs. A few examples are given here. Sets of our printed catalog cards representing publications regarding particular countries (e.g., Paraguay, Bolivia) inform these countries of what material is already present in the Library of Congress and at the same time make it possible for them to send us what is wanting. Other sets of cards on particular subjects (e.g., education, economics, etc.) inform the Latin American countries of what is available here, and call to their attention American works in the field. Copies of recent scholarly productions, or books descriptive of library methods in the United States, similarly bring our culture to their attention; this is additionally effected through the distribution of recordings of our folk music, catalogs of art exhibits, copies of architectural drawings, etc. Microfilms of specific works needed for some research project fill, of course, a direct and immediate need. In one instance the Project provided the govern-

ment printer of a neighboring republic (Haiti) with books and periodicals on printing and received in return his co-operation in securing for the Library the product of his press which is not only the governmental but a principal commercial press as well

It would not be correct to ascribe our total receipts of material from Latin America (which are large) to the activities of the Project, but the following accessions during the past year are directly ascribable to its activity

Books and pamphlets	5, 669
Periodical issues	4, 263
Newspaper issues	3, 024
Recordings of music	ca. 25
Other (maps, music, photographs, catalog cards etc )	1, 175

### *Gifts*

Although operating on a comparatively small scale within the limited area of donations from unofficial and private sources, the Gift Section nevertheless is responsible for the procurement of highly important material, much of which could not be otherwise obtained. Over 62,000 pieces have been received in the past year. The accumulation of 40,000 pieces reported either as unacknowledged or unaccessioned a year ago has now been reduced to nearly normal proportions. This is encouraging progress, especially in view of the continuing high rate of personnel turnover, but solicitation activities have diminished as a result, and the Library's collections will inevitably suffer if this continues. An administrative balance is necessary here, as elsewhere, but it is feared that material which, through lack of manpower, is not procured now may never again be available.

The Section has this year renewed the triennial review of deposits which is one of the responsibilities of the Acquisitions Department. Much material of considerable value is placed in the Library subject to withdrawal or other conditions, and unless

correspondence with the depositors is reopened at stated intervals, it is only too easy for records to become encumbered with meaningless documents representing incomplete knowledge and control of important collections. The triennial review has the effect of reducing the total number of these deposits and of bringing those that remain up to date.

### *Classified Publications*

In time of war much material which normally is accessible to interested institutions or persons becomes immediately restricted. Unless special precautions are taken, there is grave danger that the results of such publications will be altogether lost, due to the very precautions which were intended to safeguard them in the first place.

Out of a regard for the needs, not only of historians and bibliographers, but also of technologists and scientists, the Library has been making, since the beginning of the war, every effort to secure a representation or the promise of later delivery of classified publications. Where possible, too, it has been attempting to secure these in multiple copies, looking to the great demand for these publications by other libraries which will occur when their existence and contents eventually become known.

The results have been gratifying, though of a nature which precludes a full report at this time. This activity is mentioned here as an example of the Library's wartime responsibilities, and one which has required a large share of the attention and energy of the personnel concerned with acquisitions work.

### *Special Projects*

The generosity and vision of great foundations have made it possible for the Library to continue its activities in exploring new fields and in strengthening previously neglected portions of the collections.



Among them, two projects of high importance to libraries and to the Nation generally, recently brought to a conclusion, deserve special notice

#### THE MOTION PICTURE PROJECT

Beginning on May 1, 1942, the Library was enabled, through a grant of \$25,000 from the Rockefeller Foundation, to undertake an experimental project for the selection, preservation and service of motion pictures. A subsequent grant of \$40,000 from the same source permitted the Project to continue for two more years until April 30, 1945.

Previous to 1912, the copyright laws were not explicit regarding motion pictures, and, in order to effect copyright registration, motion pictures were recorded as photographs, accompanied by actual paper prints in lieu of films. As pointed out in the *Annual Report* of the Librarian of Congress for the fiscal year ending June 30, 1943 (p. 213), this circumstance has resulted in the preservation of a number of early motion pictures the paper prints of which are now found to be susceptible of transfer to film for purposes of projection. Following the amendment of the copyright act so as to specify motion pictures, paper prints were no longer submitted, but rather the actual films themselves, and, since the Library did not have facilities for storing these inflammable objects, the entire product of the motion picture industry from about 1912 to 1942 was deliberately allowed to escape collection here.

This was the state of affairs in 1942. The then Librarian of Congress (Mr. MacLeish) felt strongly that some action should be taken to preserve these important products of American civilization. A series of agreements were reached with the principal producers of motion pictures whereby, in order to permit the Library the necessary time to make a selection from each year's production, copies might

be requisitioned at a later date in lieu of the copyright deposit copies, which would be returned to the claimants following registration. The Rockefeller grants made it possible to make arrangements with the Film Library of the Museum of Modern Art of New York whereby the Museum would screen and analyze all commercially produced film, make a preliminary selection for preservation, accept, store and service the requisitioned film. This arrangement was made in part in view of the requirements of several agencies of the Government, notably the Office of War Information and the Coordinator of Inter-American Affairs, for analyses of current American films as they related to their work.

During the three years of the Project, the Museum screened and analyzed 4,398 films. On the basis of the selections initiated by the Museum and reviewed by the Library, the following quantities of films have been received

	<i>Reels</i>	<i>Feet (estimated)</i>
Features	603	542,700
Newsreels	188	169,200
Documentaries	62	55,800
Short subjects	118	102,200

Meanwhile, we have been accepting film from sources other than the current copyright production. John E. Allen, of Rochester, New York, has presented to us 600,000 feet of film produced during the period 1906 to 1920, we have accepted custody from the Alien Property Custodian of more than 6,000,000 feet of enemy-produced film, and a collection of approximately 150,000 feet has been transferred to us from the Office of War Information.

Lacking our own special facilities for storing these films, they are all (except those with an acetate base) kept in rented storage space.

The situation with regard to governmental collections of motion pictures led President Roosevelt on July 16, 1943, to issue a directive to the Librarian of Congress and the Archivist of the United

States to draw up plans for a national motion picture repository. There have been several immediate results. Plans for a building have been drawn, and the Lanham Bill (H. R. 1275, 79th Cong.) has offered provision for its construction. The Congress has also provided a pilot project to enable the Library of Congress "to prepare plans for recording, storing and servicing motion pictures." In recommending the project the House Appropriations Committee added, "The Committee looks forward with interest to the ensuing year's testimony in connection with this project especially as to the accomplishments during the fiscal year 1946 and to the Library's conclusions as to the historical and cultural value of its collection."

As this Report is written an energetic beginning has already been made in the projected survey. It is confidently expected that the national repository proposed by President Roosevelt will be realized, a monument to cooperation between the Government, the motion picture industry, and to the assistance derived from such disinterested groups as the Rockefeller Foundation.

#### THE SLAVIC ACQUISITIONS PROJECT

In the *Annual Report* for the fiscal year 1943, mention was made of a grant from the Rockefeller Foundation of \$12,000 to be expended in two years for the purpose of surveying the Slavic collections both in the Library of Congress and elsewhere in the United States. Since the Project has now been brought to a close, it is appropriate to present here a brief record of its activity.

It was not intended that the fund should be used for the purchase of books. Rather, it was to be devoted to a survey of the Slavic holdings of various libraries in order to discover strengths and weaknesses and to make possible the inauguration of a cooperative program for developing

Slavic collections in a selected group of American research institutions. The Library of Congress sought the advice of the Association of Research Libraries and of leading Slavic scholars. On the basis of these discussions, it was decided to limit the survey to Russian holdings and to prepare for this purpose a series of check-lists consisting of the important titles in a number of diverse fields. It was anticipated that the checking of these lists against the record of holdings of libraries possessing Russian collections would make available the information needed for planning the expansion of Slavica on a national basis.

In the fall of 1943, Michael Karpovich of Harvard University was appointed to supervise the preparation of the check-lists with the assistance of Sergius Yakobson, Consultant in Slavic History at the Library of Congress. Professor Karpovich assigned the preparation of lists on particular subjects to specialists in the respective fields. Lists have been prepared as follows:

- Part I. Belles Lettres
- Part II. Economic Conditions and Social History  
Prior to 1918
- Part III. Fine Arts
- Part IV. Laws and Institutions Prior to 1918
- Part V. Folklore, Linguistics and Literary Forms
- Part VI. Church and Education Prior to 1918
- Part VII. History, including Auxiliary Sciences  
Prior to 1918
- Part VIII. Theater and Music Prior to 1918.
- Part IX. The Soviet Union
- Part X. Reference Books
- Part XI. History of Russian Thought.
- Part XII. Geography.
- Part XIII. Science.
- Part XIV. Periodicals

Of these lists, Parts I-IX have been issued by the Library of Congress, and the participating libraries have almost completed checking them against their holdings. Although not all have been issued and checked, enough were completed under the Project to provide the information necessary for the development of a cooperative acquisitions program.

For the purpose of developing such a program, a conference of the major research libraries interested in extensive Russian collections was held in the Library of Congress on June 29-30, 1945, at which the participants made commitments to devote a regular portion of their appropriations to systematic buying in assigned fields. In addition, the conference drafted two communications to the Department of State, asking its assistance in the interest of the development of intellectual and cultural relations between the U S S R and the United States, in expediting the exchange of publications between the two countries, and in removing any barriers which might exist in the way of the regular purchase of Russian books.

It is not too much to say that the pattern of cooperative activity thus initiated could be employed in the entire field of library acquisitions of current foreign publications as is envisioned in the "Farmington Proposal" mentioned later in this chapter.

#### MICROFILMING OF NEWSPAPERS

In addition to these projects, a special appropriation from Congress has enabled the Library to carry on its program of procuring microfilm copies of newspapers which are likely to be lost as the result of the deterioration of the paper on which they are printed. Under this appropriation, the following microfilms have been secured during the past year:

*Gazette of India* 1943-1944, positive, 6 reels

*Manila Tribune*, 1930-1941, negative, 99 reels, positive, 99 reels

*Manila Times*, 1899-1930, negative, 152 reels, positive, 152 reels

*Springfield Republican*, 1899-1910, negative, 44 reels, positive, 44 reels

*Washington Journal*, 1873-1910, negative, 44 reels, positive, 44 reels

*Worcester Spy*, 1878-1897, negative, 75 reels, positive, 75 reels

A collection of U S foreign language newspapers, 21 titles, 1941-1944, negative, 85 reels, positive, 85 reels

#### MICROFILMING OF RARE CHINESE BOOKS

The project of microfilming the collection of rare Chinese books from the National Library at Peiping placed in the custody of the Library of Congress for safekeeping by the Chinese Government in 1941 has continued in the past year. Through June 30, 1945, the Library has made 852 reels of negatives, representing approximately 90 percent of the 20,500 volumes to be copied. One positive copy has been made for the collections of the Library of Congress, and three additional positives to be sent to China in consideration of the privilege of copying. Copies are also made available to other libraries at a reasonable cost.

#### *Cooperation With Other Libraries*

The comprehensive program known as the "Farmington Proposal" for acquiring current foreign books on a cooperative basis, has yet to reach the status of a project. Studies are, however, still proceeding, and the results of the checking of samplings from national bibliographies are about to be tabulated. As soon as that is effected, a further step will be possible.

Meanwhile, the whole matter of allocating responsibility for particular fields of acquisition is becoming more urgent through other developments and has received much discussion during the year in connection with the publication of Fremont Rider's *The Scholar and the Future of the Research Library*. The possibilities of cooperative purchasing in Europe through the facilities of the Department of State are being investigated, but it appears that the Department will lend these facilities only if the libraries concerned can present a program for avoiding competition and unnecessary duplication and for comprehensive coverage in the national interest.

The Library of Congress is awaiting the formulation of a similar program before disposing of its Slavic and Hispanic duplicates. Finally, the publications procurement program of the Department of State now offers an opportunity for developing cooperatively an over-all acquisitions policy for the Federal libraries in Washington.

An earnest of our own intentions in this regard is provided by the relationships which subsist between the Library of Congress and certain of the specialized Federal libraries, notably the Army Medical Library and the library of the Department of Agriculture. Progress in extending these relationships was made in the past year by the conclusion of a cooperative agreement with the Office of Education, similar to the agreement with the National Gallery of Art, which appeared in last year's *Report* (pp 95-97). Accordingly, specialists on the staffs of these two agencies have now been appointed as Fellows of the Library of Congress, to make recommendations for the development of our collections. The extension of the principles of cooperation embodied in these agreements should result in benefits to the whole Federal establishment, for, by reducing duplication of effort and by assuring an interchange of resources, the collections and services of each agency can be strengthened and made more widely available.

### *Acquisitions Operations*

#### SEARCHING

In the *Annual Report* for the fiscal year 1941 there appeared for the first time a separate report on the searching operations. Such a report was not again renewed until last year. The importance of this work in the total library economy is such as to warrant an annual summary of accomplishment.

The functions of the Purchase Searching Section in the Order Division are directly related to purchases, as its name implies.

Before action is taken upon a recommendation for purchase, the recommended title is "searched" to ascertain whether or not the collections of the Library already contain a copy of it. The proportion of cases in which it is found that the recommended works are already represented in the collections forms an interesting statistic, although it cannot be interpreted as a simple index of the completeness of the collections, and must be considered in connection with certain other factors, e g, the adequacy of knowledge of the collections possessed by the several recommending officers, and the kind of materials currently being offered by book-sellers.

Since 1942, when adequate statistics of the purchase searching work were first kept, the proportion of the recommendations representing material found to be already in the Library has risen, the statistics for the past year showing only a slight drop below that of the previous year. In 1942 it was 41 percent, in 1943, 45 percent, in 1944, 58 percent, and in 1945, 54 percent. The statistics of purchase searching during the past two years have been as follows:

Recommendations "searched"	1944	1945
(titles)	77,345	98,052
Titles found to be already		
owned by the Library	44,759	52,539
Percent of total	58	54

The counterpart of purchase searching (which takes place in advance of acquisition) is accession searching, which is performed on materials which are actually in hand and which were not "searched" before arrival in the Library. Accession searching takes place in two units—in the Accession Searching Section of the Exchange and Gift Division (where most of the material requiring this operation is received) and in the Serial Record Division, where the process of searching is combined, for serial materials, with that of accessioning. The importance of the

operation in both places arises from the fact that the degree of necessary training, and the nature of the operations, lend themselves to the collecting of data over and above the mere determination of whether the material is or is not already represented in the Library. As a result, accession searching has important bearings upon selection, routing, and subsequent processing. The efficiency of many of the Library's operations thus depends upon the efficiency of the accession searching operations. Furthermore, the loci of these operations form principal ports of transit for materials destined for the permanent collections of the Library (as opposed to the shifting collections of material not fully processed), and so may assist in providing statistics regarding the growth of the collections.

A reexamination of the methods of the Accession Searching Section, conducted jointly, early in this calendar year, by the Assistant Director for Operations of the Acquisitions Department and the Assistant Director of the Processing Department in the interest of eliminating operations which could better be performed elsewhere, has resulted in a greatly increased production on the part of the Section. A still further increase has been due to the addition of an assistant to the staff, previously consisting of five. The results in productivity were: titles "searched" in fiscal year 1944, 43,035, in 1945, 64,796. The breakdown of the findings resulting from the "searching" of these 64,796 titles is recorded in Appendix I.

In spite of increased productivity, however, the Section was not able to keep up with the flow of accessions. It was possible to report last year that the backlog (amounting to 250,244 pieces at the end of the year) had actually been reduced by 2,506 items during the year. This year an increase in this backlog of material awaiting search, which now amounts to 254,232 pieces, must be reported.

The statistics of the searching operations of the Serial Record Division (which are in large part identifiable with accession searching) are also to be found in Appendix I, where it appears that 895,344 pieces of book materials were "searched" last year (this figure being a total of the items "unbound serial parts recorded" or "declared duplicate" and of "volumes added to classified collections"), against 569,752 pieces in 1944, representing the huge increase of 57 percent. But here again the backlog has piled up during the year, showing an increase of over 10,000 pieces. All this points to the fact that these operations are focal, much attention has already been given to them, but it is apparent that in the interest of the general health of the Library, they must be given intense study, and a committee, representative of the three departments most nearly concerned, has been appointed for that purpose.

### *The Order Work*

The effects of the war on the Library's purchasing activities have been described in previous reports. These activities have not been diminished by the events of the past year, on the contrary, the Library's staff of subject specialists and order assistants has found it necessary to intensify its efforts. The results of an important part of the year's work—the procurement of material from liberated areas—must await next year's report for a full description. Actual receipts for the past fiscal year are described statistically in Appendix I. In addition to this description, the following table is included as a measure of the Library's purchasing activity.

#### NUMBER OF TITLES RECOMMENDED AND APPROVED FOR PURCHASE, BY SUBJECT

<i>Subject</i>	<i>Number of titles or collections approved</i>
Religion and philosophy	352
Genealogy	181
History (except American)	626

<i>Subject</i>	<i>Number of titles or collections approved</i>	<i>Subject</i>	<i>Number of titles or collections approved</i>
Americana	470	Law (current)—Continued	
Geography	107	Latin America	2, 387
Anthropology	5	Other foreign	4
Economics and sociology	1, 083	Continuations, new	est. 223
Political science	458	Continuations, brought forward.	est 5, 000
Education	89	Law (early imprints)	
Music	675	American	405
Fine arts	369	British	231
Philology and linguistics	742	Other	252
Germanic languages	456	Serials	152
Slavic languages	485	Photostats, microfilms	33
Middle Eastern languages	35	Miscellaneous collections	6
Hebraica, Semitica	236		
Indic languages	548	Total	36, 165
Far Eastern languages	131		
Drama, the theatre	214		
French literature	145		
Hispanica	1, 890		
Italian literature	130		
English literature	424		
American literature	170		
Science	296		
Medical sciences	57		
Agriculture	19		
Technology	56		
Military science	34		
Naval science	20		
Bibliography	229		
Maps	240		
Manuscripts	72		
Microfilms	249		
Continuations, outstanding	est. 10, 700		
Continuations, new	445		
Exchange	8		
Exchange with U S S R	319		
Photographs	15		
Photographs, Archive of Hispanic Cul- ture	20		
Prints	9		
Prints (Hubbard Fund)	1		
Prints (Pennell Fund)	49		
Rare Book collection	266		
Recordings	50		
Reference collections	192		
Extra copies	1, 158		
Aeronautics (Guggenheim Fund)	85		
Hispanica (Huntington Fund)	1, 545		
Hispanic Culture (Rockefeller Fund)	40		
Hispanic Culture (Cooperation with American Republics Fund)	53		
Law (current)			
Americana	610		
British	182		
Other European	432		

It is a pleasure to be able to report that, as the result of revised procedures and the routinizing of operations, the work of the Order Division is in a much more healthy state than it has been for many years. Payments, accessioning, searching, and placing of orders are all operating on a nearly current basis. In addition to present business, the Division has been able to clear up a large number of old obligations, some running back as far as 1928. It has disposed of all prewar obligations owing to foreign dealers, direct payment of which has been impossible because of wartime conditions. It has settled, so far as action by the Library is required, the matters involving double payments and funds improperly withheld from the Treasury (including the matter of the Tripartite Account, reported by the Comptroller General for action on February 11, 1942).

In addition to the reorganization of procedures (including the adoption of new order forms and report cards, a visible index file and payment cards for continuations, and improved control of balances) which has in large part been responsible for this accomplishment, there has also been in the last few months a reorganization of the Order Section. This reorganization was suggested in the course of a Bureau of the Budget survey earlier in the year. The Hispanic and Law Order Units are replaced by specialists in these

fields of acquisition, while the routines of the order work are consolidated in one unit. The functions connected with the preparation of purchase requisitions—the basis of the entire work—are concentrated in a Bibliographic Unit. A reorganization of the Searching Section has also taken place, in the course of which the evaluation activities formerly associated with the duties of the head of the Section have been separated from it, with marked improvement in both activities.

### *Statistics of Acquisitions*

In the past year, the Library continued its efforts to establish more meaningful statistics of the growth of its collections. As now collected they present a fairly accurate count of the number of pieces of material coming into the Library. We have not succeeded—although a solution of the problem has been approached—in establishing controls which will show exactly the fate of the various categories of material once they have been received

and dispersed throughout the collections. This problem is one which confronts major research libraries generally, and the Library of Congress has devoted careful consideration to it. But until procedures for tracing the history and disposition of accessions are perfected, and until an exact census of each collection in the Library can be taken, the cumulative method described in earlier reports must be continued. Much greater precision, however, is now attained in counting losses through binding, transfer, etc., just as there is now greater accuracy in counting incoming material.

During fiscal year 1945, the Library of Congress received a total of 2,984,619 pieces of new material and disposed of, or consolidated into volumes in the course of binding, 648,326 pieces, leaving a net gain of 2,336,293 pieces. This brings the collections of the Library to the estimated total of 24,923,337 pieces.

The detailed statistics from which these figures are taken will be found in Appendix I.

## Chapter II

# Preparation of Materials

THERE are three requirements which condition effective library service—the first is the possession of collections adequate to their purpose, the second is the organization of the collections in such a way as to insure their accessibility, and the third is the ability adequately to interpret, evaluate and exploit in the public interest the knowledge derivable from the collections

As to the first requirement, the Library's activities of the past year have been set forth in the chapter devoted to the acquisition of new materials, and in the various numbers of the *Quarterly Journal of Current Acquisitions*. This chapter, in turn, is concerned with steps taken to fulfill the second. It will, in other words, detail some of the accomplishments and failures of a twelve-month in preparing the collections for use. In general, it may be said that the techniques and procedures now in force, governing the treatment of additions to the collections, have been formalized, standardized, and routinized to a point at which it has become possible both to measure achievement and to criticize method in terms of the production secured.

For these reasons the statistical work records, carefully developed by the Processing Department, have a special meaning and compel the closest attention. By and large they reflect a slight improvement in the situation as it existed a year ago, there has been an increase in the number of publications cataloged and integrated with the general classified collections, but there has been also a disquieting increase in the number of publications awaiting treatment, a circumstance which gives particular point to the recent

statement of a distinguished American scientist, "the summation of human experience is being expanded at a prodigious rate, and the means we use for threading through the consequent maze to the momentarily important item is the same as was used in the days of square-rigged ships." Certainly the proliferation of mechanical, near-print devices has multiplied, many times over, the quantity and character of research materials without a corresponding release of ingenuity in exactly registering the information contained in them.

As a result, librarians today are faced with the most serious difficulty which has confronted them for more than half a century. The problem is not simple. Before it can be resolved, professional skills must be further refined, and those professional complacencies which, in the past, have obscured the issue, must be permanently erased. Somehow the particular must be recoverable from the mass, and it must, at the same time, be discoverable by those economies of individual handling and recording which the mass imposes. By the continuing study of operational minutiae and by laboratory experiment a new design emerges.

### *Production*

Statistical statements on the year's production in the principal operations of the Processing Department and on the status of work in process appear in Appendices II and III. A comparative analysis of the records of accomplishment in the fiscal years 1945 and 1944 results in evidence of improvement in certain of the operations concerned with the prepara-



tion of material for the shelves, and an interpretation of these figures is presented for each of the divisions in the paragraphs which follow

Two important diversions of personnel materially affected production in the third and fourth quarters of the year, namely, (1) to proofreading copy for printed catalog cards in order to reduce the excessive accumulation of work in process, and (2) to the work of checking entries in the Process File (which records the progress of material in the course of treatment) in order to establish that file on a current basis. Another considerable diversion, with a corresponding decrease in production, had occurred in the third quarter of fiscal 1944 when 74 members of the Processing Department staff assisted in the preliminary inventory operations. Naturally these temporary and emergency assignments resulted in substantial variations in production.

A study of work records for the Descriptive Cataloging Division and for the Subject Cataloging Division forces the inescapable conclusion that in terms of present techniques and procedures a plateau has been reached. For example, there has

been a striking uniformity of production rates for descriptive cataloging as illustrated by the graph below.

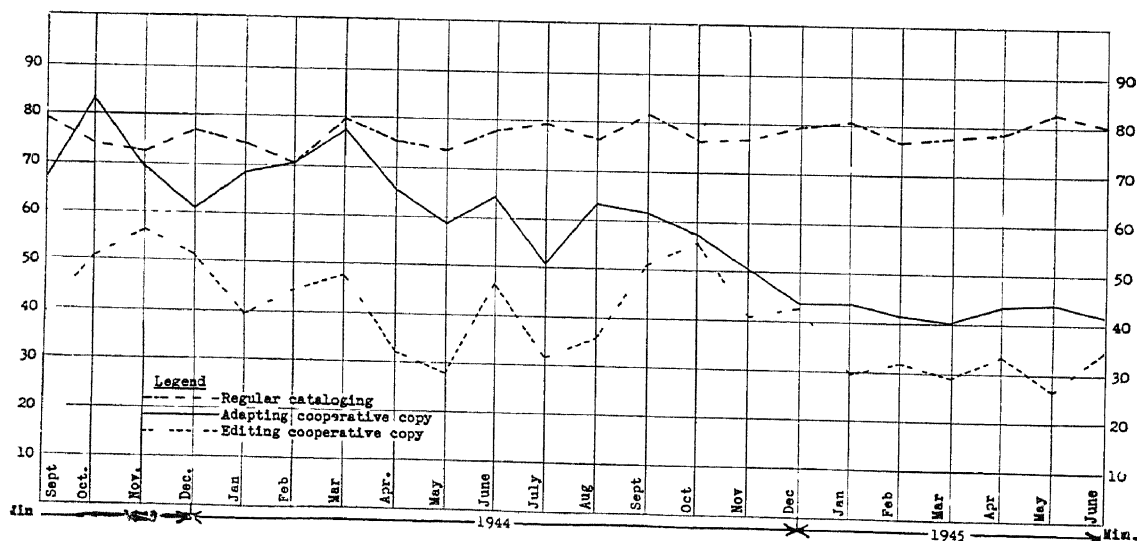
On the basis of statistics it is now possible for the first time to make accurate forecasts on the extent of production which may reasonably be expected from any given operation performed by a given personnel. Hereafter we will be in position to plan by norms, rather than by treacherous hopes.

#### DESCRIPTIVE CATALOGING DIVISION

The statistics of production of the Descriptive Cataloging Division for fiscal 1945 appear in Appendix II. Compared with production records for the previous year, there were increases in all respects, with the exception of the number of preliminary entries prepared, which declined 35 percent. This decrease is not serious in view of the fact that the Preliminary Cataloging Section has continued to maintain its usual efficiency and had only a normal amount of work on hand at the close of the year.

The total number of titles fully cataloged and prepared for printing, including titles initially described by cooperating libraries and revised and adapted here for Library

COMPARATIVE RATES OF CATALOGING  
Regular Cataloging, and Adapting and Editing Cooperative Copy  
(In Minutes per Title)  
September, 1943—June, 1945



of Congress use, amounted to 59,169 as compared with a total of 57,981 in 1944, an increase of 1,188 titles or 3.5 percent. The gain is due for the most part to an increase in the number of these "cooperative titles," which actually constituted about 15 percent of the total.

A total of 10,770 "cooperative titles" was prepared for the printer. In this particular, however, the year's production was still 11.8 percent below the production attained in 1943. The number of "cooperative titles" on hand awaiting adaptation and revision on June 30 was 1,536 as compared with 301 on hand at the end of fiscal 1944. Of this number, 1,377 were in the hands of the Foreign Language Section and represent, in the main, cooperative copy supplied for microfilm reproductions in the Medina Collection of Spanish books. With this single exception, the status of work on hand for "cooperative titles" is not unfavorable and represents a substantial improvement over previous years reported.

In addition, 1,210 publications were cataloged with "form cards," more than double the number so treated during the previous year. Cataloging by this method which permits the *en bloc* recording of related groups of material by collective entry or short title entries for serial publications may be expected to increase in the future for the reason that it provides a fairly satisfactory technique for the disposition of most ephemeral literature.

Previously cataloged titles revised were 11,345 as compared with 11,308 revised in 1944. In this connection, it may be well to mention the fact that in April the Processing Department amended its procedures for reprinting Library of Congress cards with the result that there was a noticeable decline in the number of titles in this class sent to the printer in the last part of the year.

On the other hand, the alarming increase in the number of titles awaiting,

or in course of, treatment in the Descriptive Cataloging Division to which attention was directed in the 1944 *Report* continues to be critical.

Inventories of work on hand in the Division total 33,088 titles of all categories, at the end of fiscal 1945, as compared with 33,066 at the close of fiscal 1944. Further analysis shows that although there have been marked decreases in the following classifications: (1) a 64.5 percent decrease in the number of cataloged titles awaiting revision, (2) an approximate 40 percent decrease in the number of titles awaiting recataloging, and (3) a 90.4 percent decrease in the number of titles awaiting editing and revision, there has been nevertheless a 16 percent increase in the number of titles only preliminarily recorded which are now awaiting cataloging. Taking into account the transfer of 3,848 titles to the Slavic Cataloging Project on January 1, 1945, the increase in this category of titles amounts to more than 36 percent. Of these, 24,557 are in the Foreign Law and Documents Section and the Foreign Language Section. At present rates of production, these sections have approximately a year's current work on hand. In other sections the amount of work on hand is normal and, in general, has been reduced.

#### SUBJECT CATALOGING DIVISION

Production statistics for the Subject Cataloging Division are presented in Appendix II. There have been encouraging gains in production in nearly all phases of that work. Such losses as are noted are explained by the reduction in the flow of work in these categories.

The number of titles classified and cataloged in terms of their subjects amounted to 61,022 as compared with a total of 58,757 for fiscal 1944. This represents a continuing increase of 3.9 percent. Of special types of material, 6,684 uncataloged pamphlets were classified and cata-

logged by subject, an increase of 30.6 percent, and 11,975 uncataloged music scores were classified for addition to the collections of the Music Division, representing a decrease of 76 percent. The decrease is explained by the fact that approximately 40,000 of the scores classified in 1944 were withdrawn from unclassified arrears. The work of this year represents current acquisitions only, all scores have been immediately processed as received.

In addition, 21,598 titles were recataloged and revised as compared with a total of 24,729 titles in fiscal 1944. Here the decrease is again accounted for by a reduction in the amount of work requiring such attention. The figure is significant because it reflects the extent to which changes are being made in subject headings in order to maintain the efficiency of card catalogs.

The high rate of increase in the establishment of new subject headings, pointed out in last year's Report, has continued and even accelerated with a total of 1,862 in 1945, constituting an increase of 22.6 percent. The number canceled or changed increased also.

Changes in the classification schedules for fiscal 1945 show numerically a 100.9 percent increase over the previous year, 440 new class numbers were established, as compared with 219 in 1944. In addition, 123 class numbers were changed, an increase of 68.5 percent. This is further indication of the attention and review devoted to the problem of the expansion of Library of Congress classification schedules.

A comparison of the number of titles and volumes shelved (i.e., subjected to inventory control) in 1945 (53,176 titles—130,560 volumes) with the number for fiscal 1944 (50,953 titles—108,190 volumes) shows a 10.4 percent increase in the number of titles and 12.1 percent increase in the number of volumes.

There were 31,663 additional volumes recorded in the Serial Record. Other special types of shelving (analyticals, law, maps, microfilm, etc.) totaled 10,089 titles. The total number of titles reshelfed during the year was 10,394, representing 17,144 volumes. This improvement in production is especially noteworthy because the Section continued to be the victim of personnel turn-over throughout the year. A few slight modifications and simplifications in shelving detail were instituted during the last six months of the year and resulted in some economy in operation. The burden of maintaining duplicate shelflists remains the principal obstacle to optimum achievement. Until such time as the sheet shelflist can be completely transferred to cards, approximately 30 percent of shelving time will necessarily involve duplication of work.

The Decimal Classification Section assigned 32,020 Dewey numbers in 1945, a decrease of 6.7 percent, but work proceeded on a current basis, with the decline in production proportionate to a reduction in the amount of material forwarded to it.

The number of volumes labeled was 164,824, as compared with 118,853 volumes in 1944, an increase of 38.7 percent, explained, in part, by corresponding increases in the production of the Binding Office and the Serial Record Division. The work of this unit has been maintained on a current basis.

Altogether, at the year's end, the inventory of work on hand in the Subject Cataloging Division demonstrated a sound and satisfactory situation. Titles awaiting classification and subject heading or revision numbered only 1,985, as compared with 2,851 at the close of 1944, while 693 titles awaited recataloging or review. The number of titles to be shelved had decreased from 8,898 to 4,504. Volumes ready for labeling had dwindled to 1,627, a de-

crease of 11.6 percent. In the Decimal Classification Section were 341 publications which had not yet been classified.

#### CARD DIVISION

A summary of the principal statistics of production in the Card Division is presented in Appendix III.

During the year the Division continued to suffer serious embarrassment from employment turn-over, and this factor plus the lack of a sufficient reserve of trained assistants accounts in large measure for the decrease in the number of cards sold. It is a matter for concern that unprocessed card orders, accumulated over a period of several weeks and calling for the delivery of over 1,000,000 cards to subscribers, were on hand on June 30, 1945. If it had been possible to complete shipment of these orders, card sales would have grossed approximately \$416,000, representing a total more than \$27,000 higher than the actual figure.

As a result of the analysis of operational costs and printing expenditures for fiscal 1944, prices were adjusted upward on April 1, 1944, and again on September 1, 1944, in the second (or duplicate) card rate. The present policy is to review card prices at the close of each fiscal year and, on the basis of sales and costs, set prices for the ensuing year. Thus determined, card prices will be in effect for one year from September 1 through August 31. An announcement of prices for each year will be sent automatically to each regular subscriber.

Total sales for fiscal 1945 amounted to \$388,881.83 as compared with sales in the previous year of \$329,438.66, representing an 18 percent increase. This increase in money receipts is due entirely to the increase in prices. The number of cards sold for the year decreased from a total of 15,752,009 in 1944 to 14,718,502 in 1945, a loss amounting to 1,033,507 or a 6.6 percent decrease.

The following account of the printing situation is divided into two parts as follows: (1) the status of work in the Library Branch of the Government Printing Office, and (2) conditions of work in the Proofreading Section. As regards the Printing Office, the situation was not entirely satisfactory. The 1944 project for clearing up the arrearage of corrected and revised reprints was responsible for increasing the work on hand in the Branch Printing Office at the close of fiscal 1944 to 25,000 titles. In order to reduce the accumulation, the Branch Printing Office worked overtime for a period of three months, and as a result, work on hand awaiting typesetting had shrunk to a normal three or four thousand titles by January 1, 1945. However, at the end of fiscal 1945, the number had risen to 10,330 titles. During the year, 39,534,800 printed cards were cut in the Bindery as compared with a total of 36,722,020 cards cut in 1944. This represents a larger number of cards delivered to the Library than was delivered in any previous year.

Improvement in the over-all printing situation depends on our ability to establish and maintain an even printing schedule, particularly as it concerns the Library proofreading control of the workload. The increase in the total number of galley proofs read in the Proof Section, 14,385 galley proofs in 1945 as compared with 10,845 in 1944, amounted to 32.6 percent, but the workload in the Section increased sharply during the year because of the overtime effort of the Branch Printing Office to reduce the amount of work in that Office, and because of the appreciable increase in the number of cataloged titles sent to the Printing Office in fiscal 1945 (86,332 titles as compared to 80,839 titles sent in fiscal 1944, an increase of 6.8 percent). In order to maintain proofreading control, it became necessary in January and February 1945 to divert cataloging assistants to proofreading assignments for a

short period of time, 350 corrected and revised reprint galleys (3,500 titles) were read as a result of this special detail. Despite this emergency assignment, the number of galleys in process as of June 30 was still too high. Naturally this fact had its consequences in the Printing Office where, in order to keep the presses busy, it was decided to process "Daily Reprints" (for which no proofreading is required by the Library Proof Section) ahead of copy for new titles and corrected and revised reprints. The only conclusion to be drawn from the situation is that it will be necessary to assign additional personnel to the Proof Section, if proper control of the flow of work between the Library and the Branch Printing Office is to be maintained.

The work of maintaining the Library's public catalogs continued on a satisfactory basis during the year. The number of cataloged titles received from the printer in fiscal year 1945 totaled 90,823 as compared with last year's total of 72,049. This represents an increase of 26.1 percent in the work of the Card Preparation Section with corresponding increases in the work of the Filing Section. Increased catalog production inevitably results in corresponding increases in the work of the Proofreading, Card Preparation and Filing Sections. The total number of cards prepared (i. e. "written up") for the catalogs was 1,560,770 as compared with 1,423,801 prepared during the previous year, an increase of 9.6 percent. Comparison of work on hand figures for cards and titles awaiting preparation at the beginning and end of the year discloses a satisfactory situation since there were 4.9 percent less titles and 5.1 percent less cards on hand at the end of fiscal 1945.

The Card Preparation Section is responsible also for making minor manuscript additions to, or corrections on cards in the different catalogs when it is not considered necessary immediately to reprint the en-

tries revised. This part of the work of the Section has for some time fallen behind. During 1945 considerable attention was directed toward correcting the situation and some progress was made, partly as a result of economy resulting from revised procedures. The problem is mainly one of insufficient manpower. There is hope (but not much hope) that it will be resolved during the coming year.

Filing operations have continued on a satisfactory basis. The number of cards for new entries filed in the Main Reading Room Public Catalog was 256,615, and 297,861 cards were filed in the Official Catalog of the Processing Department, decreases of 38.7 and 34.1 percent respectively. The concentration, in 1944, on filing previous arrearages accounts for these decreases. The work on hand for all catalogs on June 30, 1945 totaled 3,711 cards, which amounts to less than a day's work. In addition, 252,527 cards, prepared for the Annex Catalog Supplement, were partially incorporated in it. Advances have been made in preparing the Annex Catalog Supplement. At the end of the year the Catalog had been completed through the letter "R". Current cards for main and added entries are now filed into it daily.

Temporary cards inserted in the Process File were 288,172 as compared with the previous year's total of 258,549, representing an increase of 11.5 percent. The decision to examine and revise the entries in the Process File and to eliminate the temporary entries, for which printed cards had been already prepared, made necessary the detail of a large number of cataloging assistants as well as assistants from the Accession Searching Section of the Acquisitions Department during the month of April and part of May. As a result, it was possible to reduce the number of card trays comprising the Process File from 80 to approximately 25. The work was well worth the time and effort.

devoted to it because it has not only radically reduced the size of the file, but has provided an infinitely more satisfactory searching tool as well. Another administrative decision made towards the end of the year relieved the Filing Section of the filing responsibility for the Process File by transferring the supervision of it to the Process Information Section of the Department Office. This, together with the adoption of certain other controls, should result in a better coordination of the work of the Process Information Section and insure an improved control for the Process File.

#### UNION CATALOG DIVISION

The statistical record of the Union Catalog Division for the fiscal year 1945 appears in Appendix II. A new organization of statistical information is presented for the Division, designed to reflect with more precision the several categories of its operations.

The gross total of regular cards added to the Catalog, including new Library of Congress printed cards, regular card contributions received from other libraries, cards received from libraries checking the *Catalog of Books Represented by Library of Congress Printed Cards*, cards typed from items located through the Weekly List, titles clipped and pasted from printed catalogs by the Union Catalog staff, and cards typed by the staff for entries in other union catalogs not found in the National Union Catalog, numbered 432,033 as compared with 518,587 last year. The inavailability of catalogs of other collections, and the inability of Cleveland and Philadelphia union catalogs to continue the rapid shipment of their catalogs (for checking) to Washington at the rate maintained during the previous year, were reasons for the principal decreases. From the Cleveland and Philadelphia union catalogs were checked 406,504 titles during the year as compared with 461,377

the previous year, a decrease of 28 percent. Since 52.1 percent less of the gross card receipts for the year resulted in duplicate cards canceled (118,656 in 1945 as compared with 247,921 in 1944), the net regular additions to the Catalog were 15.8 percent more for fiscal 1945, 313,377 cards being added in 1945 as compared with 270,666 in 1944. The estimated total number of cards in the Union Catalog as of June 30, 1945 was 13,536,176.

Supplementary additions to the Catalog for 1945, including Library of Congress printed added entries for personal and corporate names, Library of Congress printed cross-reference cards, and cross-reference cards typed by the Union Catalog staff, were 88,197 as compared with 65,966 for the previous year, an increase of 33.7 percent. The estimated number of supplementary cards in the Catalog at the end of the year was 1,288,197.

Of corrected and revised cards for main entries and added entries replacing earlier printed cards already filed in the Catalog 34,133 were received during the year, more than doubling the total received last year.

The number of additional locations decreased 23.2 percent in 1945. The total for 1945 was 451,420 as compared with 588,027 in 1944.

Titles searched for other libraries numbered 9,125 as compared with 14,204 last year, a decrease of 35.8 percent. This year's record represents a return to a more normal workload in this service. The number of searches reported for 1944 included all interlibrary loan requests which, ordinarily, are searched by the Loan Division staff, but which had to be undertaken by the Union Catalog staff because of the Catalog's temporary location in Charlottesville. The return of the Union Catalog to Washington early in the year eliminated that necessity. An analysis of the results of searching shows that about 70 percent of the titles searched were located

in 1945 as compared with approximately 63 percent in 1944

#### SLAVIC CATALOGING PROJECT

How a gift of \$12,000 from the Rockefeller Foundation has enabled the Library of Congress to survey American resources of Russian books, and to develop, in cooperation with other libraries, a more comprehensive policy for their future acquisition, is set forth on page 35 of this Report. It is mentioned here only because, as these studies progressed, it became insistently evident that the national interest in Slavica required a more precise record and a more widely distributed knowledge of the Library's own holdings in that field.

The collection, generally considered one of the most important in the hemisphere, has been formed over a period of many years and is rapidly increasing. It is now estimated to contain more than 50,000 titles, but partly because of the difficulties of the Cyrillic alphabet, and principally (it must be admitted) because a war had not yet exposed the falsity of the common concept of the Russians as an utterly different people, only about 10,000 have been fully described and entered in the Library's public and depository catalogs. That reproach may soon be removed, for the Rockefeller Foundation has again demonstrated its interest in the promotion of Slavic studies through a grant of \$47,800 which, over a two-year period, will make possible an author record of the remainder.

This Slavic Cataloging Project was initiated on December 11, 1944, with the appointment of Benjamin A. Custer, formerly Head of the Catalog Department of the University of California at Los Angeles, as its director. A staff of 13 technicians, carefully recruited for the purpose, was assigned work space in the southeast corner of the third floor of the Annex and equipped with a selection of

essential reference books. A priority, secured from the War Production Board, made possible the delivery of three typewriters with Cyrillic keyboards.

The first step was the arrangement and integration of printed catalog cards already in the possession of the Library, but only partially alphabetized and consisting of 125,000 prepared by the Leningrad Public Library, 66,000 issued by the All-Union Book Chamber in Moscow, 16,000 from the Ukrainian Book Chamber, and 10,000 printed by the Library of Congress. When completed, at the end of five weeks, there had been created a source of bibliographical information which has proved to be of paramount importance to the Project's operations.

Next, the materials to be treated were placed in systematic order. Those which, in the past, had been informally classified, were organized according to their call numbers, the others were arranged alphabetically by author within certain large categories, e. g., serials, monographs with personal authors, monographs with corporate authors, etc. As a result, it is now possible simultaneously to treat an author's various works, which results in tremendous economies of time and effort.

During the last three months of the fiscal year the staff searched 37,289 titles in the Official Catalog to determine whether copies of them had been previously cataloged and, if not, whether the various personal and corporate names under which they should be entered were already represented there. 14,162 had all of the entries indicated in the temporary cataloging "established" by reference to the Official Catalog. One or more names for each of 19,629 titles were yet to be established.

Early in the history of the Project, it was realized that its value would be increased if this record of the Library's Russian holdings could be made available to all who might be, or might become,

interested in the material which it describes. This realization gave rise to the consideration of its ultimate publication in book form. To minimize the eventual cost of editing and resetting card entries for book printing, the card entries have been redesigned and reconstructed in such a way that a book catalog may be printed either from the type as set for cards, or photoreproduced from the cards themselves. A sample page of such entries set up and sent along with a questionnaire, to those libraries which are cooperating in our acquisitions program, was received with marked enthusiasm, but no final decision to print the catalog in book form has yet been reached.

Actually the importance of the Project extends beyond its immediate objective, because it is in fact a laboratory, and affords an opportunity to study the efficiencies of operation derivable from the application of industrial, or assembly line, techniques to the treatment of large collections characterized either by a common subject, or, as in the present instance, by a common language.

#### MUSIC CATALOGING

During the past year, some advances have been made toward the perfection of the music catalogs. For example, it was agreed after thorough consideration, to convert the basic record of music scores to a classed catalog, i. e., to a "catalogue raisonné." By March a complete set of guide cards had been devised, printed and intercalated, entries had been filed in accordance with the classification, and colored divider cards had been inserted immediately after each guide card to simplify the filing of new entries.

Work had begun (and will continue) on the revision of the older records, the Filing Section of the Card Division has been charged with responsibility for the current maintenance of the catalogs, and a standing committee to advise on the

solution of problems connected with music processing has been established upon the joint recommendation of the Directors of the Processing and Reference Departments.

#### MEDICAL CLASSIFICATION

The Director of the Processing Department and two of his associates have participated in a series of conferences, which have had as their purpose the development of a scheme of classification for the control of the contents of the Army Medical Library. It is gratifying to be able to report that a schedule, organized to reflect the present progress of medical science, has been constructed by Mary Louise Marshall, Librarian of the School of Medicine of Tulane University. This has been given tentative approval, and its publication may be anticipated after its use for a trial period by the Army Medical Library. The appropriate officers of the Library of Congress will, in the coming months, investigate the feasibility of its adoption for use in the systematization of our own medical material.

#### *Processing Committee*

The Processing Committee was created July 8, 1943, by General Order 1192, as "An interdepartmental staff Processing Committee to advise the Director of the Processing Department on treatment to be accorded materials added to the Library's collections and on the development of the Library's catalogs." The Committee was to consist of "the Director of the Processing Department, Chairman, the Director of the Reference Department, the Director of the Acquisitions Department, the Law Librarian, *ex officio*, and two other members of the staff to be designated by the Librarian."

During the ensuing year the Committee held four meetings, surveying its field of activity and developing methods of procedure. It considered also a report on



the disposition of pamphlets in the unassembled collections, reported on one of the divisional catalogs, and determined the most appropriate treatment to be accorded a recently acquired collection

During fiscal year 1945 the constitution of the Processing Committee was altered to reflect a crystallization of the concept of its purpose and its functions. On July 6 the Chairman announced the appointment of his Technical Assistant as secretary of the Committee. On August 7 the Assistant Director for Public Reference Service was added as an *ex officio* member. Later in the month, the Chief of the Descriptive Cataloging Division and the Chief of the Subject Cataloging Division became associated with it as staff members. These appointments contemplated (1) provision of technical assistance for the investigation of problems, (2) representation of reference requirements in the consideration of processing procedures, and (3) insurance of the practicability of proposed policies and procedures. The change in its composition was officially recognized in General Order 1229, which superseded the original order establishing the Committee. In it, the objectives were restated as being "to develop processing policies and to coordinate the procedures and services of the Processing Department with those of the Acquisitions and Reference Departments and the Law Library," and further, it announced that "The principal work of the Committee in investigating problems under consideration will be conducted by a Secretary to be named by the Chairman, and a staff representative of the several departments."

The Committee's business has been conducted along the following lines:

Problems requiring action have been referred to the secretary for immediate or subsequent investigation and his findings have been presented, in the order of the relative urgency of the several subjects. The secretary has explored such matters,

has discussed them with officers of the Library possessing special competence to advise him, or in some instances, has met with a subcommittee especially appointed for the purpose. Thereafter, he has prepared analyses, submitted together with recommendations for action. Such statements, as well as agenda have, in ordinary course, been sent to the membership several days in advance of scheduled meetings, in order to establish bases for informed discussion. In addition, these documents have been supplied to other persons directly concerned with a problem, who in turn have been invited to participate in the deliberations of the Committee. Minutes of meetings have been regularly sent to members, the Chief Assistant Librarian, the Librarian, and others having a particular interest in them. When appropriate, recommendations have been prepared as drafts of General Orders and submitted to the Librarian for acceptance, revision, or rejection.

During fiscal year 1945 the Committee held 19 meetings. The subjects discussed and the actions taken were as follows:

- 1 It considered and approved the treatment of the microfilms received as a result of the American Council of Learned Societies' War Emergency Program for the Microcopying of British Manuscripts.

- 2 It considered and approved the inter-filing of official and nonofficial entries in the Library's general catalogs.

- 3 It considered further the Committee's functions and established its procedures.

- 4 It considered and approved the discontinuation of double entries for Bible headings in the catalogs.

- 5 It considered and recommended the restoration in the general catalogs of certain expurgated subject entries.

- 6 It inquired into the principles of processing policy.

- 7 It dealt with the routing of Law Library materials.

- 8 It considered and recommended the

centralization of serial bibliographical information (issued as General Order 1241, January 23, 1945)

9 It dealt with the problem of manuscripts found in books and recommended a revision of General Order 975 on the subject (issued as General Order 1242, January 25, 1945)

10 It considered and recommended the recording of divisional card bibliographies and indexes in the public catalogs (issued as General Order 1243, January 25, 1945)

11 It considered and recommended principles to govern the processing of manuscripts (issued as General Order 1251, May 14, 1945)

12 It dealt with, and made recommendations for, the catalogs of the Orientalia Division and their integration with the general catalogs of the Library (issued as General Order 1253, May 16, 1945)

#### BACKLOG

Never, within its recent history has the Library's cataloging capacity been adjusted either to its ever-increasing rate of accession or to the always-enlarging demands made upon its collections. As a consequence, the Processing Department has inherited from the past a vast accumulation of materials, of varying degrees of importance, which, for one reason or another, has had to be put aside until a more favorable opportunity for absorption might present itself.

Sometimes work has had to be deferred for want of technicians possessed of requisite linguistic proficiency, sometimes postponement has resulted from the fact that treatment of a large body of material suddenly acquired *en bloc*, would interrupt indefinitely the progress of other materials through the process, sometimes the delay has been occasioned by the necessity of concentration on the current requirements of the reference services, but whatever the expediency which has dictated

the decision, the effect has been a blurring of the Library's optimum efficiency.

In order to correct the situation, insofar as present personnel resources permit of its correction, it has been decided to submit this undigested miscellany to such cataloging treatments as will permit its availability. As a first step, a survey of the 160 unassimilated collections was undertaken early in the year, under the joint supervision of the chiefs of the Descriptive and Subject Cataloging Divisions. As a result of their study, these collections have been divided into three groups whose estimated contents are as follows:

1 Consists of 51 collections comprising 345,000 titles which must be checked with the Library's holdings and 110,000 titles which must be cataloged.

2 Consists of 26 collections, for the most part pamphlets and dissertations, comprising 908,000 titles which must be checked with the Library's holdings, and 740,000 titles which must be cataloged.

3 Consists of 53 collections comprising 600,000 titles not requiring immediate processing treatment.

The application of the proposed procedures will provide a finding medium for the location and service of approximately 850,000 publications, which, if used in association with other bibliographical apparatus, may immeasurably enhance the Library's scholarly resources.

#### *Preparation of Materials Other Than Printed Books*

Although all processing procedures are subject to the approval and revision of the *Director* of the Processing Department, the principal duty of the Processing Department itself is, at least for the present, the duty of subjecting printed books and pamphlets to the discipline of catalogs and preparing them for integration with the classified collections of the Library. Other forms of material, with the notable excep-

tion of music scores, are ordinarily treated in the divisions having custodial charge of them

In some, as in the case of the Division of Aeronautics, the preparation may be limited to compiling indexes to subject literature published in the periodical press, or to the collation of serials for binding, or the arrangement by author or subject of pamphlets and other fugitive materials for incorporation in a vertical file. In others, a diversity of techniques is required.

For example, the Service for the Blind Section of the Loan Division received and processed 1,513 braille and moon books. This involved cataloging, shelflisting, lettering and book pocketing. The lettering of call numbers on 222 embossed volumes and on 873 containers of talking books was performed by hand. For the card catalogs maintained by the Section 2,148 cards were typed descriptive of the year's accessions, 188 volumes of braille manuscript were bound.

In addition, 279 pieces of braille music (comprising vocal, instrumental and symphonic scores) were processed. These represented part of an accumulation of material which must be treated before work can proceed with the editing of the catalog of braille music which is becoming increasingly important for the reason that more and more blind people are studying that art. In its original condition (i.e., the form in which it issues from the press) braille score is not adaptable to the rigors of circulation. By placing "sheet" music in Gaylord binders and lettering each composition with a call number, the contents are protected against damage from handling or shipment, orchestrations are given similar treatment, the several parts are first placed in separate binders and then assembled in a Phoenix file. In this form the score for each instrument may be distributed to the appropriate musicians.

The Serials Division has kept up to date the card checklist of newspapers, together

with the record of missing issues. During the year, 231 American newspapers of the nineteenth and twentieth centuries in 1,353 bound volumes were added to the permanent collections, as well as 392 foreign newspapers in 1,193 volumes. Entries for new titles and new binding were made for the Periodical Catalog. Received unbound, arranged and organized on the shelves for service were approximately 16,283 periodical and serial titles, 785 daily newspaper titles, 365 weekly newspaper titles, while a piece count of government publications received totaled approximately 835,000 items. The 14,039 pieces added to the Pamphlet Collection were briefly cataloged by author and subject.

The Manuscripts Division devoted 10,614 hours to processing, including such measures for physical protection and collation in chronological order as the preliminary examination of 435 collections, the rough arrangement of 69 collections, the final arrangement of 48 collections, the organization of 33 collections for binding, the examination and arrangement of 8 collections (402 reels) of microfilm, the transfer of 313 collections to boxes, labelling 1,582 boxes, 31 volumes, 572 folders and 372 other containers, the preparation of 153 descriptions of collections, and the partial execution of 383 forms which show the steps in processing each collection.

Obviously, in the case of manuscripts, the examination, arrangement and physical protection of material are necessary conditions precedent to recording separate collections and their component parts in such a way as to facilitate their identification, prompt location and effective service to readers. The record of a collection constitutes an individual "catalog" card entry and the record of an item in a collection constitutes an individual "index" card record. During the year 28,656 cards of both types were prepared.

During the year the Maps Division revised the map classification scheme for most of the world. Previously, those parts relating to the Eastern Hemisphere had not been fully expanded. Some additional changes were made elsewhere in the scheme to bring together related regions. Additions were also made from time to time to the maps cataloging manual.

The cataloging and classification of the general maps of the United States were completed to date. Several thousand sheets of large scale Government maps were processed, making the total number of map sheets thus recorded 6,505. Much of the time of the catalogers and other members of the Division's staff was spent in the preliminary processing of the great quantities of maps received by transfer from other Government agencies.

Approximately 5,072 manila folders containing maps were titled, that is, lettered to indicate place, date, scale, compiler or publisher, source and bibliographic notes where necessary, 6,149 titles were recorded. Nevertheless, the arrears in map titling and in unprocessed large scale maps received serially are continuing to increase. Less than one-third of the approximately 100,000 pieces received during the year have been fully incorporated into the files. Approximately 4,000 map jackets await titling, and some 50,000 large scale maps need to be checked on graphic indexes, or otherwise handled before filing.

About 257 atlases were cataloged or recataloged, 271 atlas entries were revised, 247 cards were printed and 429 cards were filed in the atlas catalog.

The Music Division has made substantial progress in the work of indexing periodicals in musicology and allied fields. For the period from October 1940, to December 1941, all excerpting and cataloging of articles has been completed, and except for some revision of the subject

headings, the main series of cards is nearly finished. It is expected that these cards will be mimeographed in the near future, and that they will be filed in the Division's reading room.

The constituent sections of the Division of Orientalia have concentrated a large portion of the year's work on problems of processing. Because of the loss of trained personnel to war agencies, and the assignment of certain numbers of the technical staff to war-related reference work the cataloging of the Chinese collection has been seriously retarded. Despite these handicaps, however, it has been possible to perfect the *Classification Scheme for Chinese Books*. As knowledge of China broadens, it is necessary for collections both in the East and West to expand their schemes for classifying literature. This entails the recataloging of many older works to conform to the new schedule, a disability which is faced by all large Chinese libraries. Thanks to the successful efforts of K. T. Wu, the Library of Congress has been enabled to develop an organon, suitable for all modern purposes, yet retaining the advantages of the ancient Chinese systems. It divides Chinese literature into ten broad classes with appropriate subdivisions. By adhering strictly to the scheme as now devised, it is reasonable to expect increased production in the treatment of new books and in the recataloging of those sections of the collections which must be revised in order to establish conformity.

The Indic Section has accorded temporary cataloging and labeling to the major portion of the Tibetan collection consisting of the three editions of the Kanjur and Tanjur, with the result that sections within a volume can now be located readily and rapidly by a non-specialist. In addition, the Section has set up a serial record for the newspapers and periodicals assigned to its custody. The Chief of the Section has cooperated with

the Processing Committee in making rules for the cataloging of Indic materials, and, in conference with officers of the Processing Department has developed a system for the transliteration of the Devanāgarī alphabet, which has been adopted as standard in Library of Congress practice. The Reference Librarian for Southeast Asia has held conferences with members of the staff of the Descriptive Cataloging Division with reference to correct procedure in cataloging Burmese proper names, with the result that agreement has been reached on a number of basic changes.

Early in the year, the Japanese Section proposed the establishment of a Japanese union catalog which would supplement the holdings of the main Union Catalog. The proposal was approved and the catalog has been initiated. Already it contains some 30,000 entries, it is estimated that by the time it reaches reasonable completeness it will contain approximately twice this number. The inadequacy of microfilming facilities in the Boston area has temporarily postponed the reproduction of cards which represent the Japanese collections of Harvard University, but A. Kaiming Chiu, Librarian of the Chinese-Japanese Library of Harvard, has been enthusiastic in his encouragement and has arranged to have the cards reproduced as soon as equipment is made available. This film will be sent to the Library of Congress as a gift.

The Japanese union catalog now contains author and title entries for all cataloged works in the main Japanese collection of Columbia University, all works in the main Japanese collection and in the Kuno collection of the University of California, the Japanese works in the Claremont Colleges Library, and the Library of the Institute of Pacific Relations in New York City. It is hoped that during the coming year it will be possible to increase the catalog's resources by the addition of entries for Japanese works in

the Harvard Law Library, the Japan Institute and Nippon Club collections now administered by Columbia University, and the Library of Northwestern University.

Because of the increasing demand for illustrative materials, the Prints and Photographs Division has begun the compilation of a visual catalog of the Library's fine collection of early American lithographs. Contact prints made from microfilm are being affixed to main entry cards, which are filed alphabetically by publisher or lithographer. To date the catalog contains 5,006 author cards, 3,379 of which are complete with contact prints, 2,716 subject cards, and 273 cross-reference cards.

It is possible to report that the technical organization of the magnificent collection of documentary photographs, transferred to the Library of Congress in 1944, has been completed. Under the terms of the transfer, the files have remained in the building at 14th Street and Independence Avenue which houses the photographic laboratory of the Office of War Information, but the head of the Section acts as custodian of Library property. The collection has now been reduced to satisfactory classification and cataloging controls.

Moreover, sets of duplicated descriptive "catalog" cards have been deposited in the Library of Harvard University, the University of California Library, and the Museum of Modern Art. Other depositary sets are contemplated.

With the exception of reproductions of newspapers, all material added, during the year, to the collections in the custody of the Microfilm Reading Room was carefully and completely examined by projection. Where necessary, leaders and trailers were added, and some films were cut and respliced in order to bring together "runs" of a periodical, the several issues of which were received in miscellaneous order or from different sources. The

dictionary catalog and the shelflist were maintained, and 18,000 cards were filed

#### BINDING

The physical protection of the collections is, of course, an object of unremitting concern and attention. Many of our accessions, particularly current books of foreign origin, are issued in paper covers and these must be stoutly encased in buckram or board as a condition precedent to service. In addition periodicals and newspapers (along with other serial publications) must be collated and bound when volumes are completed, and the deteriorating portions of the permanent collections must be repaired and restored.

The commandment to preserve and maintain is part of every library's catalogue, but in our case obedience, be it ever so spontaneous, is combined with embarrassment and alarm, and the perplexities enumerated in earlier reports have neither decreased nor retired.

A rise in labor costs is reflected in increased charges for binding, and this circumstance connected, as it inevitably must be, with limitations on funds for the purpose has made it impossible to meet annual quotas of 65,000 "new" volumes and 10,000 "old." These are reckoned as the minimum requirement and do not take account of a precariously piling backlog estimated to contain 209,000 volumes, 200,000 pamphlets and 300,000 pieces of music, maps, prints and other special materials awaiting treatment.

But if the difficulties have been neither removed nor reduced, efforts have been (and will continue to be) made to avoid them. The House Committee in its report on the Library's appropriation for 1945 suggested that further study be given the possibility of securing binding from sources other than the Government Printing Office and, if necessary, in the interest of economy, that an arrangement be effected with the Government Printing Office whereby

such work would be performed by commercial binders. An increase of \$30,000 in the appropriation was allowed to provide for an increase in the amount of binding should lower costs be obtainable. Accordingly and in collaboration with the Government Printing Office, an experiment with commercial binding was undertaken. Five thousand volumes were assembled, prepared and made available for the examination of prospective bidders. Binding specifications and invitations to bid were drawn up by the Government Printing Office and submitted to representative binderies throughout the country. Unfortunately the experiment failed, commercial binderies, already burdened with more work than their depleted staffs could absorb, declined or ignored the invitation.

Meanwhile attempts were made to discover other means of securing economies which would permit the binding of more books within the limitations imposed by available funds. On January 29, 1945, a Binding Board, composed of Donald G. Patterson, Chairman, Joseph Butt, Archibald Evans, Paul Kruse, and Alpheus Walter, was established in the Reference Department for the purpose of studying present binding practices with a view to recommending possible economies and improved methods in the binding of Library materials. Working in closest cooperation with the Keeper of the Collections, the Board observed operations in the Library Branch of the Government Printing Office and examined the various categories of materials requiring protection. Upon the basis of these investigations the Board recommended on February 10, 1945, in a preliminary report to the Director of the Reference Department, that consideration be given the possibility of an increased use of intermediate forms of full binding, a wider use of quarter binding particularly for serial publications, the curtailment of the use of leather title labels, and the reduction

of lettering in spine-titles by a wider use of shortened forms. It was believed that the economies resulting could be secured without any appreciable loss in quality. The Board recommended further that attention be given to the need for improving the appearance of the covers which are now so drab and unattractive.

Following this report, the Binding Board was instructed to probe deeper into the problem and to prepare a definite schedule for the binding of Library materials, including an indication of the style and type of binding recommended for each category of material. This study is now in progress, and it is anticipated that the findings which result will provide a basis for the preparation of a manual for the assistance and guidance of the staff engaged in this work.

Full bindings (including rebindings)  
Quarter bindings  
Newspaper bindings

Total

During the course of these studies an independent investigation was undertaken by the Government Printing Office, which submitted samples of intermediate forms of full binding which might be suitable for certain kinds of materials. Special acknowledgment should be made of the interested and intelligent cooperation received from Michael M. Burke of the Government Printing Office.

In the fiscal year under report \$187,627.48 of the total appropriation of \$300,000.00 for printing and binding was devoted to binding 56,821 volumes, approximately 6,900 of which were loosened or shaken in service and required to be rebound, 2,522 were newspapers, and the remaining were new materials. The total binding production for the fiscal year may be summarized as follows:

32,294 volumes at a cost of	\$158,334.09
22,005 volumes at a cost of	12,942.43
2,522 volumes at a cost of	16,350.96
<hr/> 56,821 volumes at a cost of	<hr/> \$187,627.48

An additional \$35,758.94 was expended for the conditioning of 6,567 rare books, the restoration of 58,817 manuscripts, the mounting and repair of 41,660 maps, the treatment of approximately 32,803 prints and the binding of 30,257 pieces in Gaylord binders (an increase of 14.9 percent over the 26,330 pieces bound in Gaylord binders in fiscal 1944). A total of \$15,477.62 was used for the purchase of boxes and cases for manuscripts, and maps, and for the purchase of other miscellaneous materials.

The total cost of all binding operations thus was \$238,864.04. The remaining \$61,135.96 in the appropriation was required for the printing of the Library's publications, official forms, and stationery.

A major responsibility is carried by the Binding Office for reviewing materials prepared for binding in the various custodial divisions, for preparing newly

cataloged monographs for binding, for transmitting to and receiving from the Branch Bindery all materials after binding, and for maintaining currently a record control of binding operations. A summary of statistics for the year's work of the Office is given in Appendix X.

An increase of 15.1 percent in the work on hand in the Branch Bindery calls attention to an important problem in our binding operations. It is apparent that the Branch Bindery cannot achieve a greater production unless there is a change in binding specifications or an increase in personnel in that Office. The modifications in binding specifications now under study should result in some improvement in this situation.

In December 1944, daily cumulative controls were instituted in the Binding Office for all work in process, from the receipt of materials from various binding

sources to the return of material from the Bindery. These records now give over-all daily control of work in binding process and provide the basis for monthly reports and quota controls. Another development which should simplify binding operations was the introduction late in the year of continuous multiple copy binding record forms.

Serious turn-over in personnel during fiscal year 1944 led to great difficulties in maintaining work schedules in the Binding Office. This situation was largely corrected during fiscal year 1945, and the Office has absorbed material increases in binding quotas without an increase in staff. The work on hand at the end of the year was normal.



## Chapter III

# Service of Materials

AS THIS Report assumes its final form, the most grievous war in history has but recently been concluded. If the peace treaties have still to be signed, hostilities have at least ceased and open strife among men is no longer uppermost in our consciousness. The Library of Congress, with its fellow institutions in the United States Government, rejoices over the termination of belligerence, finding its joy in two particular reflections: first, that the inevitable triumph of the United Nations justifies faith in political and social freedom, second, that the resumption of peacetime activities will afford it new and better opportunities for cultural and intellectual undertakings not only in our own country but throughout the world. Blessed by its location in a land of unequalled wealth and nurtured by an enlightened Congress, the Library can indeed look forward to a period of rendering rich service to a public already aware of its resources and staff.

In our present-day society a library needs no justification. It is a service institution with self-evident obligations to the body that called it into being and with a full sense of its responsibility to the people that maintain its support. The Library of Congress, magnificent in its size and content, answers to this definition, discharging its obligations and acknowledging its responsibilities through its Reference Department and Law Library. Through them Congress is served and the public informed. They are in closest relationship with Government agencies and academies of learning. They are most sensitive to social trends and most responsive to the curiosity such trends arouse.

The services of any reference department are difficult to define, and the reference services of the Library of Congress are particularly baffling to anyone attempting either definition or description. Unwary and innocent is he who believes they fall into uniform patterns or follow standard designs. They are too manifold, too bewilderingly multifarious, to be susceptible to such pretty treatment. Still our services call for activity that can be divided into recognizable parts which are deceptively simple to lay observers. The writing of letters, the conferring with investigators, the preparing of bibliographies, the recommending of purchases—apparently mere trifles in these short phrases—can only be successfully performed if based upon comprehension and knowledge. The complications and confusion which remain in the background, fully appreciated by the reference worker, rise from the infinite variety of queries with which the Library is bombarded, from the mental obfuscation of so many visitors to our buildings, from the brilliant orderliness of mind of just as many other visitors and inquirers, from the constantly expanding repertoire of books and writings in all provinces of learning, and from the shortcomings in dealers' and publishers' catalogs. Service so involved must be translated into clear relationships with people, and its successful accomplishment is the first responsibility of the Library.

When the former Librarian of Congress reduced to written form the Library's canons of service, it was the Reference Department and the Law Library that received the full impact of the following declarations:

1 The Library of Congress undertakes for Members of the Congress any and all research and reference projects bearing upon the Library's collections and required by Members in connection with the performance of their legislative duties

2 The Library of Congress undertakes for officers and departments of the Government research projects, appropriate to the Library, which can be executed by reference to its collections, and which the staffs of offices and departments are unable to execute

3 The reference staff and facilities of the Library of Congress are available to members of the public, universities, learned societies and other libraries requiring services which the Library staff is equipped to give and which can be given without interference with services to the Congress and other agencies of the Federal Government

But service, both actual and potential, is dependent on factors supplemental to, though not separate from, the knowledge of a book's content. Creative service can only issue from a constantly growing collection of library materials. It can only flourish when the collection is kept in a prime state of physical well-being and ready accessibility. Therefore the Reference Department and the Law Library are concerned with the steady flow of new acquisitions to the Library. They exercise a similar concern in the binding and repair of its collections, their physical placement, 'breathing space' and security. These are vital matters extending far beyond the question of essential preservation which looms so large in the popular mind. They are matters which, when properly attended, alone can guarantee the uninterrupted of service, can assure the nation and its governing bodies that "the right book for the right man at the right time" is a dynamic reality rather than a mere figure of speech or a card entry in a catalog.

A report covering a previous year's activities should probably shun prophecy or prognostication, but one preeminent event foreshadowed the resumption of a certain type of service suspended for practically three years. Late in 1941, immediately

after the Pearl Harbor attack, the great treasures of the Library were hastily though carefully put in protective storage. Thousands of boxes of rare books and manuscripts were shipped away, under institutional supervision, to wisely selected repositories unlikely to attract enemy aircraft. They were returned to their home in the early fall of 1944 and replaced on the empty shelves without any curtailment of the Library's regular operations. During their absence the service opportunities resulting from simple possession of such material naturally lapsed. The scholarly interpretation of *incunabula* and the examination of original historical and literary sources were perforce curtailed, and the nation's savants waited patiently for their re-availability or were diverted from their peacetime pursuits to an active prosecution of the war itself. Now that the material is restored to use, the immediate future will doubtless see extraordinary activity center around it. The war has brought to our citizenry a quickened sense of history and foreign cultures of all periods. Our "ancient" holdings have already assumed a new significance which will increase as our world perspective continues to broaden.

It must be admitted, too, that the war has brought other benefits, ironical though it may sound, which will be sought after through our reference potentialities. New educational methods, the increase in visual pedagogy, the inculcation of new reading habits, all manner of advances in science and technology will be reflected in the demands the Library of Congress must henceforth meet. They are beginning to manifest themselves now, and the Library recognizes their present and future usefulness.

The conventional measurement of work performance is statistics, at least so far as tangible production and specific acts are concerned. Tabulated figures immediately reveal the quantitative extent of

duties performed, provide an index to assignments received and disposed of, furnish a clue to the "busyness" of a staff. But there are intangibles which statistics are powerless to clarify, and nowhere is this more true than in the reference service rendered by a large library. The number of readers can be accurately recorded, to be sure, and so can the number of books they call for. Similarly, orders and requests from Congress, appeals from Federal offices, inquiries from individuals can easily be reckoned, and an impressive and credible total will appear. But in library reference work, such totals, important as they are, tell only part of the whole story. They make no distinction between tasks that are more or less routine and those necessitating originality and imagination. They fail to differentiate the brief assignments from the long. They afford practically no glimpse into relationships between members of the Library staff and their clients, some of which are difficult to build up and all of which must be maintained in complete cordiality and mutual esteem. Bringing a definitely requested title to a personal investigator is a matter of minutes. Advising a scholar on sources for a book is generally a matter of hours. Tracing past legislation to solve certain social problems may be a matter of days. Yet each is only one job and is counted but once in a statistical summary.

By and large the facilities and resources of the Library of Congress are being put to ever greater use by more and more people. During the past year no less than 397,846 readers were counted in the Library as compared with 280,429 the year before. These readers called for and used 1,596,854 volumes and pieces, the latter word designating musical compositions, maps, manuscripts, photographs, etc. The total for the previous year was 1,194,446. There was a casual drop, slightly more than 19 percent in the total

number of volumes and pieces issued for use outside the Library buildings, 197,604 as contrasted with 201,519. From the Law Library, however, loans for use outside the Library buildings increased 28 percent in the Main Building and 59 percent in the Law Library in the Capitol. There were 21,481 conferences between reference experts and inquirers whose needs could only be ascertained and filled by this method.

Fully in line with this degree of activity are the following tabulations for the past year, each reflecting a major aspect of our reference service: 13,928 specially written letters to inquirers, 32,855 form letters (many needing modification) in answer to inquiries that follow well-established patterns, 148,184 telephone responses to queries and orders transmissible by wire.

To facilitate the fulfillment of its responsibilities the Reference Department is divided into three main parts—the Legislative Reference Service, the Public Reference Service, and the Circulation Service. Each one plays a discrete role, but all three have functions that often overlap as the Department pursues its objectives.

The first canon of service relates directly to the Congress of the United States, and the Legislative Reference Service is that arm of the Library specifically assigned to ministering to the needs of Congress. As this institution is the Library of Congress it is eminently fitting that a special and well-manned office be constantly at the Congress's exclusive disposal for the procurement of information, the analysis of data pertinent to legislation, and the gathering at a moment's notice, of those multitudinous points that alert legislators must have. There is not the slightest implication in this arrangement that Congress should not be referred to the other two services in the Department or to the Law Library for appropriate assistance which they can render. It rightly uses them in this fashion, but it is well to bear in mind

that the Library contains one branch exclusively devoted to the wants of our national law-makers

The Public Reference Service, consisting of general and special divisions, supplements the aid to Congress from the Legislative Reference Service, especially in the handling of constituent requests, and attempts to answer questions submitted by the Government and the public at large. The largest division in the Service is that of General Reference and Bibliography which commands access to many fields of knowledge and interprets or supplies their literatures to all who call upon its resources. Attached to this Division are a number of smaller offices not sufficiently large or independent to enjoy divisional status and several individual specialists whose intellectual training makes them invaluable adjuncts to the Division when dealing with difficult linguistic, humanistic or scientific problems. Thus American history, philosophy, Slavic literatures, demography, to cite examples, are particularly provided for in the General Reference and Bibliography Division by means of experts with more than ordinary skills and abilities.

The special divisions in the Public Reference Service provide assistance to investigators in the several fields of learning represented in their nomenclature, although a few of them, existing by the form of their holdings rather than the subject content, comprehend a number of different disciplines. A brief enumeration of these divisions quickly shows the broader fields which the Library of Congress is intensively cultivating:

- 1 Aeronautics Division
- 2 Hispanic Foundation
- 3 Manuscripts Division (emphasizing political, social and literary history)
4. Maps Division (including the interpretation of geography)
- 5 Music Division (including folk songs and sound recordings)

- 6 Orientalia Division (including Hebraic and Near East material)
- 7 Prints and Photographs Division (including fine arts)
- 8 Rare Books Division (including the medieval and renaissance precursors of the printed book)

Operative more than consultative is the Circulation Service of the Department, that branch which controls the flow of all materials from the general classified collections used by readers in the Library's general reading rooms or borrowed by readers to use in their own offices or domiciles. The Main Reading Room is in its charge, the records of all loan transactions are in its keeping, and the prompt attention to the reading public is one of its prime responsibilities. Its divisions are three: Loan Division, Serials Division, Stack and Reader Division.

The activities of the first are obvious. The Serials Division supplies and has custody of all newspapers, periodicals and government publications not assigned to special subject divisions. And the Stack and Reader Division cares for the issue of books in the general reading rooms. The responsibility for custody and physical condition of the general collections (excluding law) likewise falls to the Division under the general supervision of the Keeper of the Collections, and the assignment of individual study rooms to long-stay investigators is a part of its reader service.

Approaching closer to the services of the Reference Department, it is fitting to consider initially the work of the Legislative Reference Service.

For the past three years congressional inquiries to the Legislative Reference Service have increased steadily, the quantitative totals being respectively 10,803, 12,280, 14,451. This phenomenon alone would indicate the confidence reposed in the Service and its constantly growing usefulness to Members of Congress. Inquiries do not come if response is felt to

be inadequate and our satisfaction (not complacency) in serving Senators and Representatives rises proportionately with each request. The infinite variety of questions is confirmed this year, and it would be impossible to categorize these thousands of requests for aid. But the usefulness of the Service depends not alone on its ability, enhanced by the rest of the Department, to answer questions. It resides also in other functions, such as the preparation of "studies", digesting of bills, indexing of laws, the assemblage of data, on a multitude of subjects vitally important to current legislation, and strives to reflect accurately all governmental, political, sociological and economic trends.

Characterized as basic data studies, these extensive reports represented a variety of interests as is at once obvious from the following examples:

- 1 *Federal Law*  
Cabinet Appointments Confirmed During Congresses in Which the Administration Did Not Have a Clear Majority in the Senate  
Section 9 of the Presidential Election and Succession Act of 1792  
List of Major Labor Laws Since March 4, 1913  
Compilation of All Retirement Laws—Railroad, Government, etc., and Tax Laws on Retirement Incomes
- 2 *Taxation and Fiscal Policy.*  
Public Debt of Allied Nations  
War Expenditures, Public Debt, and National Income of Foreign Nations  
Preliminary Analysis of Methods of Financing Social Security
- 3 *Industrial Organization and Corporation Finance*  
Industrial Priorities and Allocations  
Government Incentives for Increasing Petroleum Production  
Life Insurance Business and Laws in Latin America  
Government Corporations
- 4 *Agriculture:*  
Reasons for Establishing a Forest Products Utilization Laboratory in the Pacific Northwest  
Agricultural Production Missouri Valley States, 1924-44
- 5 *International Trade and Economic Geography.*  
Information on I G Farbenindustrie, Dupont and Imperial Chemical Industries, Ltd., including Products Manufactured by Each  
Trade Barriers Imposed by Foreign Countries Against Germany, 1919-39  
Brief on the Economic Interdependence of Nations
- 6 *Money and Banking*  
The Bretton Woods Agreements
- 7 *Labor*  
Should Labor Organizations Participate in Political Action?  
Wage Stabilization The Little Steel Formula  
Fair Labor Standards
- 8 *Social Welfare.*  
Racial Discriminations and Governmental Policy in Foreign Countries
- 9 *International Affairs*  
The Ratification of Treaties in Certain Foreign Countries  
The League of Nations Covenant and the Dumbarton Oaks Proposals  
Treaties Accepted by the Senate with Amendments and Reservations  
Summary and Excerpts Relative to the Forces of Nationalism in Certain European Countries
10. *Engineering and Public Works*  
New England and the St. Lawrence Seaway
- 11 *History*  
The Jackson-Biddle Controversy Over the Second Bank of the United States  
History of Reorganization of Congress  
Historical Development of Star Route Mail Service
- 12 *State Law*  
Military Training in High Schools  
State Payments for Old Age Assistance  
Excerpts Pertinent to Repeal by a State of Its Petition to Congress to Submit for Ratification a Proposed Amendment to the Federal Constitution  
Digest of State Chain Store Tax Laws  
The Receipt and Counting of Soldiers' Absentee Ballots in Certain States  
Candidates Defeated at Primaries Prohibited from Running in Succeeding General Election—State Laws  
States in which the Governor is not the Sole Pardoning Authority—Constitutional and Statutory Provisions.

13 *Miscellaneous*

The Value of Religion in War and Peace,  
 Selected Statements  
 Counties of the United States  
 Pending Congressional Investigations

One of the most beneficial accomplishments of the past year was the engagement of the first of a group of expert analysts who will be able to extend to Congress assistance of the highest professional caliber. This resulted in the establishment of a particularly cordial relationship with the Foreign Relations Committee of the Senate and provided the Congressional Delegation to the United Nations Conference on International Organization with a most proficient editor and advisor.

Another major activity resulted in the analysis and summarization of the hearings before the Special House Committee to Investigate the Federal Communications Commission. This was undertaken at the request of the Committee. Involving the definition of key issues and the extracting of *all* essential information (in this case the reduction of 1,500 pages of evidence to about 30), the service was gratefully received and points the way to similar performances in the future.

Also deserving mention was a project entered upon at the request of the Senate Committee on Indian Affairs. The Legislative Reference Service compiled what was nothing short of a conspectus of the American Indian problem pointing out the controversial issues and conflicting argumentation, posing major questions, suggesting the sources of answers, and stressing the public interest.

Designed as a special service to Congress and originating entirely in the Library is the series of *Abstracts of Postwar Literature*. Carefully chosen and intelligently abridged, these abstracts provide an efficient means to perceive the current literature on postwar problems. Books, pamphlets, magazines, and documents are searchingly scrutinized for material of

congressional interest. The abstracts are prepared by professional staff members, judiciously edited, and issued in mimeograph form. Approximately 600 were produced during the past year and distributed to more than 300 Senators and Representatives. Some of the special subjects in which abstracts were prepared are Aviation, Congress, Dumbarton Oaks, International Economic Organization and Monetary Problems, Poland, Postwar Education, Russia, the World Court. The growing popularity of this activity is attested by two points. Only 128 Members of Congress had requested the abstracts during 1944, they are now being sought by 308 Members of Congress as well as by Government and other libraries, Government officials, and United States representatives overseas.

A similar activity embraced the abstracting of literature dealing with Latin America, but as a project it ceased on June 30, 1945. It had been conducted on a basis of reimbursement by the Office of Inter-American Affairs which had selected the Legislative Reference Service because of its experience and access to vast resources. Nearly 400 abstracts resulted covering practically all aspects of Latin American life and problems.

The Legislative Reference Service necessarily follows an active publications program, with most of its publications being of a serial or continuing nature. Some of them fall under the general category of Library of Congress publications, and are mentioned in Chapter IV. Others appear as congressional documents. Of the latter the following may be mentioned here.

1 *The Electoral College*—Constitutional Provisions and Laws on Elections of President and Vice President together with the Nomination and Election of Presidential Electors (Senate Document No. 243)

2 *State Veterans Laws*—State Laws Granting Rights, Benefits, and Privileges to Veterans, Their Dependents, and Their Organizations. Special

Compilation to January 1, 1945 (House Committee Print No. 10)

3 *Post-War Tax Plans for the Federal Government* — A Description of the Various Proposals By Raymond E. Manning (Senate Committee Print No. 7)

4 *Bibliography on Full Employment* — By Raymond E. Manning and Julius W. Allen (Senate Committee Print No. 2)

5 *Aspects of Indian Policy* — By William H. Gilbert and Margaret Fennell (Senate Committee Print for Committee on Indian Affairs, 79th Congress, 1st session).

The Director of the Legislative Reference Service, Ernest S. Griffith, has also been active professionally, outside of the Library in numerous ways that should benefit Congress. In this respect his most important function has been as Chairman of the Research Committee of the American Political Science Association, the activities of which parallel much of the information sought by legislators.

The Public Reference Service of the Reference Department as previously noted consists of nine separate and distinct but cooperating divisions, some with custody of their own collections and the responsibility for servicing them, others with service responsibility alone.

The Division of General Reference and Bibliography, supplying general information in response to numerous requests, meeting the needs of bibliographical demands, counseling students of the services and humanities, it most closely resembles a service of universal knowledge. But back of the usual, dry statistics lies a story of dramatic import, a tale of the American thirst for knowledge and how it is slaked but never quenched.

It must be remembered that Library of Congress readers served by the Division of General Reference and Bibliography are persons whose needs cannot be remedied mechanically, persons who have particular problems to be solved and whose book wants must be studied. Yet in full realization of these complications it is gratifying to report that 95,477 readers were

cared for in reading rooms. They received 159,438 volumes, and 2,338 individuals conferred with staff experts. Reference inquiries answered by telephone amounted to 18,592, and replies to inquiries received by mail totaled 7,046. In the midst of this personal reference service, indeed largely because of it, 66 bibliographies were prepared.

Utilizing our staff and resources, the Federal Government and its military personnel sought assistance as they investigated such topics as these:

- 1 Foreign Corporations
- 2 Disposal of Surplus War Property
- 3 Treaties
- 4 War Contracts
- 5 Health and Sanitation
- 6 Communications Engineering
- 7 Experimental Physiology.
- 8 German Autopsy Reports
- 9 Liquidation of Agencies and Transfer of Records
- 10 Terminology of Therapeutic Devices
- 11 Documentation of German Atrocities
- 12 Efficiency Ratings for Army Officers
- 13 Mechanical Invention in the Army and Navy
- 14 Power Resources and Economics in the James River Basin
- 15 Classification of Scientific Records
- 16 Flood Control in China

There was a constant series of requests for assistance from scholars who are returning to the Library in increasing numbers. They need counsel and help in delving into the Library's collections. They need guidance in coordinating their researches through materials in the several divisions. They often need advice in beating a path through collections still unexplored and unexploited. There were numerous instances of this sort during the past year. More often than not the Library itself profited from ministering to investigators, for new knowledge and broader perspectives resulted from the desires to be fulfilled. A splendid example of this is the report prepared by Thomas Shaw on the translations of American

authors into the Chinese, French, German, Portuguese, Russian, Spanish and Swedish tongues, and the general influence of American literature in foreign lands

Again, we can cite another typical case involving the unravelling of a famous American legend firmly rooted in both history and fiction. An eminent investigator pursuing the true and poetic Jesse James was guided by our reference staff to no less than four divisions, any one of which he might have unavoidably missed without the personal attention provided. Moreover he acquired far more data than he expected and finished his labors more promptly than anticipated.

There is no difference between service rendered directly by personal contact and service fulfilled by correspondence, at least so far as quality and capacity are concerned. Once relationships are established by mail, however, it is no uncommon experience for the Library to receive purely voluntary expressions of gratitude from distant users of its resources. The reproduction of several such acknowledgments will illustrate both the ideals and extent of our service by mail.

*From an official in the Department of State*

Such a list as you have returned to us is of the utmost value, and we are forwarding it to our correspondent in the Caribbean.

*From a correspondent in Baltimore*

I am certainly very much obliged to you for the trouble you have taken in regard to my recent inquiry about the Calderón de la Barca book entitled "Life in Mexico." You have told me just what I wanted to find out.

Cooperation like this makes the undersigned taxpayer feel a lot better.

*From an official of the Union of South Africa*

On behalf of the South African Department of Education we should like to thank you very much indeed for all the trouble taken in compiling the information contained in your letter. Listing publications regarding 16 mm motion pictures, with special reference to the production of trick effects.

We are sending this information to South

Africa by airmail, and feel sure that it will prove of considerable assistance to the operators in their film production unit.

Your cooperation in this matter is greatly appreciated.

*From a Member of Parliament*

Thank you for sending me the Corwin Edwards pamphlet on Cartels and for so kindly adding the two processed publications which will be most helpful to me. Having perused the bibliography I could wish that the unrivalled resources of your Library were available in the Palace of Westminster.

*From a professor of history in a large university*

This will acknowledge the receipt of your report on the heraldic symbolism of the grand seal of the Holy League of the Peers of America. Like all such communications which it has been my privilege to receive from your great institution, it was prepared with care and intelligence and adds another debt which I owe to the library.

Appended to the Division of General Reference and Bibliography are a number of fairly small units not large enough to be divisions in their own right, and several individuals whose special knowledge provides special services in various disciplines.

Unusually important in the present-day scene is the Slavic Room, destined in the near future to expand to a center for Slavic studies. Having at its command staff members versed in Slavic literature and history and familiar with the languages formed of the Cyrillic alphabets, it attracts thousands of readers each year. American interest in things Russian is growing at a tremendous but scarcely astonishing rate. The Russian collections of the Library, long known to be the largest outside of Russia, are now a magnet for investigators who come from governmental circles as well as from private life. Keen interest is manifested in Slavic history, linguistics, and economics, particular subjects range from the life and customs of the celebrated Don Cossacks to the Soviet agricultural experiments in Arctic regions.

A constant flow of queries, many of them difficult to answer because of their



intricacy, streamed in from Members of Congress, Federal agencies, and academic institutions. There were numerous requests for translations of Russian texts. There was a steady demand for aid in the reading and interpretation of Russian documents. In the course of the year nearly 6,000 readers used well over 20,000 volumes among which were books, periodicals and newspapers.

To the Census Library Project come inquirers and inquiries concerned with population phenomena and demographic statistics. Sensing the new realization of the importance of demography as a key to world conditions, it guides to the Library all the obtainable statistics and literature on population, and compiles data studies for periods hitherto unrevealed or inadequately covered. Bibliographies of census publications of France, Italy and Germany are completed, and attention is now being focused on the Soviet Union. Equipped to deal with all questions to which answers are found in demographic literature particularly that of the United States, the Project is presently chiefly concerned with the statistical publications of European countries since the first World War.

The Netherlands Studies Unit has been able to render a very real service to the Federal Government in obtaining data on reconstruction in the Netherlands. It has acted similarly with regard to new officials of the Dutch Government, and has been active in recommending purchases to fill certain gaps in the Library's holdings of Dutch and East Indian history and literature. Bibliographical activity was also pursued, culminating in an exhaustive bibliography on the Netherlands East Indies. Large as it is, however, a supplement is already in progress.

There are several Consultants in the Public Reference Service, who are at the disposal of the Division of General Reference and Bibliography. The consultant-ships cover the following fields: History

of Science (Frederick E. Brasch), French Literature (Alexis St.-Léger Léger), Poetry in English (Louise Bogan), Slavic History (Sergius Yakobson), Theater Collections (Kurt Pinthus), Philosophy (David Baumgardt). Their counsel is sought in developing certain segments of the Library's collections. They analyze pertinent holdings already in the Library and advise on whatever special treatment seems necessary or desirable. Finally, they are accessible to readers and investigators, and carry on departmental functions in meeting the obligations of reference service.

There was no cessation of work in the Thomas Jefferson Library Catalog Project. Indeed, distinct progress was made, and the first volume is now complete. It contains a bibliographical history of the more than 10,000 titles listed in 15 "chapters" (i. e., classes) in Jefferson's original library catalog. Subsequent volumes will be prepared more rapidly, the finished whole being a production upon which the Library can look with special pride. Inasmuch as Thomas Jefferson's library was the progenitor of the Library of Congress, and represented the taste of the greatest Americanist of his generation, the catalog, when published, will be a work of outstanding bibliographical importance.

Approaching closer to the special divisions of the Public Reference Service, our attention may first (and alphabetically) rest upon the Aeronautics Division. The field it covers and the service it interprets are uppermost now in the minds of people. Such tremendous strides have been made in aviation during the war years, such miracles of progress have resulted as by-products of the war, that any library activity connected with aeronautics is bound to be viewed with extraordinary interest. The Library of Congress promotes the study of aeronautics in both theory and practice. Its collections of aeronautical literature, from man's first attempts to fly to the most recent dreams

in theoretical science, are available to everyone interested in the battle against gravitation

Undoubtedly the most important project of the Aeronautics Division is the maintenance of the *Aeronautical Index* which, year by year, provides a guide to the current literature on aviation. This year's increment of cards, including those from the Pacific Aeronautical Library, totaled 17,783, an increase of nearly 6,000 entries over last year. Hope is still strong that eventually means will be found to resume publication of this unimpressive scientific tool. Meanwhile it is accessible to readers in the Aeronautics Reading Room and to the reference staff who find it indispensable in satisfying inquirers' needs.

Types of service as well as types of inquiry are illustrated by the following list of topics investigated by the Division, either bibliographically or otherwise.

Aerial Mapping and Surveying, Aeronautics in Alaska, Aeronautics in Brazil, Air Conditioning of Aircraft, Air Traffic Control, Aircraft Electricity, Aircraft Icing, Airplane Stress Analysis, Airports, Aviation Medicine, Boeing B-29 Superfortress, Economics of Aircraft Production, Flight Analysers, International Air Transportation, Jet Propulsion.

The small reading room in which aeronautical literature is perused by readers received last year nearly 2,000 persons who consulted more than twice that number of books and periodicals. The Division staff held 657 conferences with investigators and rendered service to the Armed Forces, Government agencies, and the aviation industry.

Functioning as a division even though known, for historical reasons, by another name, the Hispanic Foundation constitutes a center for the study of Hispanic and Latin American history and culture.

During the past year the Hispanic Room played host to nearly 3,000 readers, fulfilling their wants with 12,892 volumes. The readers with problems necessitating conferences amounted to 1,117, and reference

inquiries answered by telephone came to 1,343.

Rendered also was an active reference service by correspondence, a total of 298 letters, all bearing on specific problems, being prepared by our Hispanic experts. There follows a list of selected, representative bibliographies that illustrates this aspect of the Foundation's duties.

- 1 A list of 66 basic books on Latin America
- 2 A bibliography on the Negro in Colombia, Panama, and Central America
- 3 Biographical data on notable women of Latin America
- 4 Selected bibliographies of the late Justices Louis D. Brandeis and Oliver Wendell Holmes (For the Instituto de Intercambio Cultural Argentino-Norteamericano)
- 5 Bibliography on Catholic trends in the contemporary literature of Spain and Spanish America
- 6 List of works in the Library of Congress on the state of San Luis Potosí, Mexico
- 7 Selected bibliographies on Portuguese and Brazilian literature

Among special projects undertaken were (a) the compilation of important bibliographical material for *Inter-American Affairs, 1943* (edited by Arthur P. Whitaker and published by the Columbia University Press), and (b) an extensive survey of Latin American newspapers now held by the Library of Congress. The first provides a valuable association with the academic world, the second will provide a better criterion for the Library's own collecting policy.

Numerous requests came from Congress, chiefly through congressional committees, for assistance in translation of Spanish and Portuguese texts. Occasionally these found their way to publication, one example being the long political manifesto appearing in a document of the Senate ("Hearings before the Committee on Territories and Insular Affairs," March 5-8, 1945).

A useful catalog (as distinct from cataloging) project maintained in the Foundation is known as the Hispanic Catalog.

Now containing some 500,000 cards, its goal is to secure entries for all books in Spanish and Portuguese as well as all books in other languages in any way touching upon Hispanic culture in both the Eastern and Western Hemispheres. Progress on the Hispanic Catalog is slow, for other calls of duty prevent its steady growth.

A major service was given to the entire world of learning with the publication, described elsewhere, of *Latin American Periodicals Currently Received in the Library of Congress and in the Library of the Department of Agriculture*. Except for the limitation imposed by the exclusion of certain fields, this bibliography is creditably exhaustive, with annotations by eminent collaborators to heighten its value.

Several members of the Foundation's staff have been active in professional tasks outside their immediate office but in line with their calling as either librarian or Hispanist. The Director (Lewis Hanke) served for a year as an Acting Assistant Director of the Reference Department, and helped to extend the service of the Library of Congress to the delegates to the United Nations Conference on International Organization. The Assistant Director (Francisco Aguilera) gave several lectures on Hispanic literature and activities, and the Senior Reference Assistant (Charmion Shelby) was on several occasions similarly occupied.

The Manuscripts Division is the Library's richest repository of original sources for the study of history and general culture. Although manuscripts in forms other than the written word are to be found in other divisions, it is to the Manuscripts Division that scholars turn when in need of primary documentation and chirographical evidence. Here are the personal papers of many American presidents, statesmen, and public figures. Here are also the *writings* of educators, authors, and celebrated individuals.

The Division has few readers that come for a short time, for collections of personal papers do not yield their secrets quickly. They must be studied and deciphered, and their perusers are forced to work leisurely or risk the missing of important disclosures. Similarly, the staff's use of its materials in replying to reference inquiries necessitates scrupulous examination, else the extraction of information will be faulty or incomplete. In view of these truisms, therefore, it is heartening to report that 2,289 readers consulted 10,823 separate items, the latter term applying to whole boxes of material as well as to individual documents. Conferences were held with 1,019 individuals, 564 telephone inquiries were answered (many of them leading to personal use of the Division), and 641 professional letters were prepared.

The collections constitute an abundant reservoir of historical knowledge. The following summary of topics investigated or projects pursued will indicate the variety and extent of our manuscript holdings.

- 1 Charters of early colonial corporations
- 2 Exploitation of the Northwest Coast of America
- 3 Eighteenth century explorations in the Arctic regions
- 4 George Washington's plans for a peacetime military establishment
- 5 Early Rhode Island broadsides
- 6 History of the Southern States
- 7 Early British trade in Virginia
- 8 Soldier opinion during the Civil War
- 9 Early Hispanic manuscripts
- 10 Augmentation and duplication of the Thomas Jefferson papers

These are, to be sure, but a small fraction of the calls upon the Division. In similar vein and no less varied were requests for assistance from 10 Government agencies, 65 academic institutions, and countless individuals, many of the latter being distinguished scholars. It is interesting, moreover, to note which of the several collections were most consulted.

First came the transcripts of British, Spanish, French, and German archival material relating to America. Second were the presidential papers in this order: Wilson, Jefferson, Washington, Madison, Theodore Roosevelt, Johnson, Polk, Cleveland, Jackson, Monroe, Van Buren. And third in demand were collections of papers of celebrated statesmen and public figures, among them Salmon P. Chase, Gideon Welles, the Breckenridge Family, Booker T. Washington, and so on.

Answering one of its chief responsibilities, the Division last year cared for no less than 453 separate collections of manuscripts, many of them of considerable size. They were placed in 2,685 boxes and 80 special containers which are now on the shelves, and 257 bound volumes of like material were also produced. The most satisfying development, of course, was the return of the evacuated material which posed an unique problem to the Manuscripts Division. While this exceedingly valuable portion of the collection was away from the Library, the Division moved from the Main Building to new quarters in the Annex. It was necessary to reserve sufficient shelf space to receive the evacuated papers upon their re-appearance in Washington, no easy task when normal expansion and strange surroundings are factors to be reckoned with. But it was accomplished without undue difficulty, and the full strength of the Division now awaits continued use and exploitation.

In the Maps Division of the Library of Congress are to be found the products of old and new cartography and the reference materials needed to accompany them. It is also equipped, through the capacity of its staff, to render assistance in geographical problems and to interpret geographical literature. Throughout the war it has been steadily called upon for service by the Armed Forces as they prepared their own maps for foreign invasions and

controls, and has been used more and more by civilians for the first time aware of, and curious about, the remote places our troops have gone.

During the year nearly 2,500 readers studied approximately 50,000 maps and atlases. More than 5,000 were borrowed for use outside the Library, most of them going to military offices. Fairly extensive conferences were held with 114 investigators who presented a variety of problems in the field of geography. Correspondence brought additional geographical and cartographical problems from nearly every state in the Union and from six foreign countries. These inquiries were answered by 252 letters. Reference service by telephone was extended to more than 2,000 persons.

On several occasions the Division was visited by library science classes from several important colleges, the students being eager to witness the methods developed in the Library of Congress for the handling of map materials. It also extended its facilities to the Geography and Map Group of the Special Libraries Association, displaying at the same time a number of its rarities to illustrate the evolution of cartography.

There was considerable shifting of maps within the Division to lessen the contents of some of the trays and files which, owing to wartime pressure, had become overcrowded. A large number of items were transferred to 432 trays in modern steel cases in the Annex, certain reserve sets of maps were placed in prepared storage places, and 250 buckram boxes were filled with maps of a uniform size. These operations resulted in a distinct improvement of the collection as a whole.

The collections of the Music Division in the Library of Congress are now larger and more comprehensive than those in any other library in the world. Including printed and manuscript scores, books on music, phonograph records of all types

(and the equipment to make them!) and a peculiarly variegated collection of folk music, the material here assembled can answer most of the needs of our readers.

A fine art and a science, an industrial commodity and a sociological phenomenon, music is one of the most potent factors in modern life. It is not surprising to record, therefore, that our service was extended to 5,612 readers who requested 21,890 volumes, that 156 institutions of learning utilized our resources *via* inter-library loan, or that over 1,000 volumes were requested for withdrawal from the building.

Approximately 1,000 reference and research letters were prepared for "readers" at a distance and presented a wide range of interest and practice. A list of representative topics will make this graphically clear.

Bibliographical—including information on books and periodicals, lists of specified music, biographical data, identification of particular compositions

Phonograph records and recording

Activities in the Library of Congress (especially concerts and publications)

Use of photographic products

American patriotic music

American music (other than patriotic)

National anthems

War and music

Music and composers of particular States

State songs

Latin American music

Folk and primitive music

Musical instruments, particularly the sale and construction of violins

Music publishers

Musical therapy

Music in industry

Music education

Music in history

At the outbreak of the war the Music Division, in accordance with Library policy, placed all of its facilities at the disposal of the Armed Forces for the better prosecution of the struggle. During the past year the Division's war endeavors continued unabated. The Chief (Harold

Spivacke) remained Chairman of the Music Advisory Council of the Joint Army and Navy Committee on Welfare and Recreation and brought to the Music Division several special assignments. One of these was the preparation of an official Navy Song Book which acknowledges the assistance of the Library of Congress on its title-page. The Assistant Chief (Edward N. Waters) was engaged in the task for some months, revising, and editing the entire musical text and making many of the musical arrangements. Many of the details of publication were likewise entrusted to him.

The activities of the Elizabeth Sprague Coolidge Foundation and the Gertrude Clarke Whittall Foundation are described in the later pages of this chapter, but here should be reported a signal honor bestowed upon Mrs. Coolidge in celebration of her eightieth birthday (October 30, 1944). Twenty years previously Mrs. Coolidge had created in the Library of Congress the foundation that bears her name. On Founder's Day of 1944 Mr. MacLeish, then Librarian of Congress, presented to her a commemorative album expressing the gratitude of the United States Government for her generosity and far-sightedness. The volume was signed by President Franklin Delano Roosevelt, Vice President Wallace, Speaker of the House Rayburn, the chairman of the Library Committee of the Senate and the House of Representatives, officials of the Library of Congress and the guests of the 1944 chamber music festival. The dedicatory text in the album reads:

The Library of Congress presents this volume to Elizabeth Sprague Coolidge on her eightieth birthday as a token of gratitude and esteem. The Elizabeth Sprague Coolidge Foundation which she established, has made the Library of Congress pre-eminent in chamber music. It has sponsored the creation of chamber music by some of the greatest of living composers. It has given chamber music to all parts of the Republic. It has served as a model for other foundations.

other fields. For this enrichment of the services which the Library of Congress is able to render to the people of the United States, the Library is profoundly grateful. Elizabeth Sprague Coolidge has done what none before her had found the means to do—she has given the music on the shelves of the Library a living voice and let the people hear it.

Through its Music Division the Library of Congress is now cooperating with the Department of State in the maintenance of the American Music Loan Libraries in the other American Republics. The Division is responsible for the purchase of books, music, and phonograph records which are shipped to the designated institutions in the southern countries. Emphasis during the past year was on orchestral and chamber music as well as American popular music.

Several of the Division's staff have been active professionally in musical or library pursuits. Outstanding have been

Harold Spivacke—Music Adviser *ex officio* to the Department of State, Member of the Editorial Board, *Music Educators Journal*

Edward N. Waters—President, Music Library Association, Vice Chairman, Council of National Library Associations

Richard S. Hill—Editor of *Notes*, official journal of the Music Library Association

Edward L. Fairley—Program annotator of the National Symphony Orchestra

Frank G. Campbell—Bibliographer for the Music Library Association

Mary R. Rogers—Secretary-Treasurer of the Music Library Association

Benjamin A. Botkin—President, American Folklife Society

A small but important section in the Music Division is the Archive of American Folk Song which functions both as a collecting agency and as a source of reference information. During the war, which brought in its train a strict rationing of tires and gasoline, only a curtailed collecting program could be followed, but a number of friends of the Archive, in various parts of the country, were able to augment our collections notably. It was also possible, with our excellent

recording equipment, to copy a large quantity of folk song records held by other educational institutions.

The Recording Laboratory, a technical section of the Music Division, continued its valuable service to the war effort. Active assistance was extended to the Public Relations Office of the United States Marine Corps, and the Laboratory remained the depository and training center for the Corps' recording operations. All of the records made (on Library equipment) by combat correspondents under battle conditions were brought to the Library for special copying and then added to the Library's collections.

In addition, the Laboratory served the Education Branch of the Army. The masters for the advanced training courses in foreign languages were made in the Library, and the United States Armed Forces Institute recorded here two educational courses in the field of music. Special tasks were undertaken also for the Navy and the Coast Guard.

Preceding paragraphs indicate the close collaboration of the Laboratory and the Archive of American Folk Song. Having the former makes possible the wealth of the latter. With the facilities of the Laboratory, moreover, the Library is in an enviable position to form unique collections of recorded music (our own concerts as well as others), historical documentation, linguistic evidences and social manifestations.

Considered as a whole, the collections of the Music Division are in a praiseworthy condition. A discouraging amount of sheet music awaits filing in horizontally shelved boxes, but little headway can be made until more labor is available. Rapid progress was achieved, however, with the marking of some 5,000 phonograph records. Some 1,700 volumes were sent to the Bindery for treatment.

During the past year the Division of Orientalia comprised four sections. Chi

nese, Japanese, Indic and Hebraic. A fifth section was authorized, the languages of the Near East, but prior claims of war agencies on specialized personnel prevented its operation until this year.

The Division served nearly 6,000 readers who utilized more than 25,000 volumes. It responded to nearly 3,000 telephone queries and orders, granted more than 1,600 conferences, and prepared several hundred letters containing reference information.

The staff of the Chinese Section was occupied much of the time in rendering service to war agencies, supplying them with books and data necessary to the conduct of the war. Particularly helpful to the Army Map Service was the interpretation of the 3,400-odd local Chinese histories which yielded a vast amount of geographical information. There were likewise many requests for translations and for the exposition of Chinese life and thought. It was interesting to note the increasing number of Americans who, in both civilian and military callings, are learning the Chinese language. Their appeals for aid and advice dwelt upon suitable textbooks and educational methods.

The Japanese Section was continuously called upon by numerous war agencies, particularly the War Department, the Office of Strategic Services, and the Foreign Economic Administration. The Treasury Department requested information on Japanese banking laws, and the Bureau of Preventive Medicine of the Navy Department drew upon its resources for scientific data.

The growing union catalog of the Section proved its usefulness many times over. An important example was provided in the location of two urgently needed books for the Civil Affairs Training and Staging Area at the Presidio, Monterey, California.

The most extensive bibliographical service of the Section was its contribution of about 450 titles to a *Bibliography of Materials*

*on the Laws and Administrative Organization of Japan*. This was compiled under the direction of the Office of the Provost Marshal General of the War Department. A prefatory statement contains this explanation of use: "This bibliography is a compilation of those materials on the laws and administrative controls of Japan which are available in the United States. Its function is to assist in the selection and in the translation of materials for the purposes of military government in Japan."

During the year, too, the Japanese Section made many translations and abstracts for Members of Congress and executive offices. The work done for the Veterans' Administration was particularly important. Transmitted through the Department of State, it involved the treatment of a large number of family register transcripts and passports which had been submitted to the former agency in support of beneficiary claims.

Like the Far Eastern sections, the Indic Section of the Division of Orientalia has been chiefly at the disposal of the war agencies and the Armed Forces. Special services, including a number performed at the request of Congress, covered the following topics:

Mica production in India, Report on Tibet, The People of India, The Music of India, Report on Burma, Burmese translations, Buddhist Literature, Rent Controls in Burma and Thailand, Identification of Burmese and Indian tribes and place names, The Maghs of Arakan and the Moslem uprising of 1942, Statistics and population, Biographical data on Indian and Burmese government officials, Educational trends in Japanese-occupied Burma, Burmese family life.

The Section has also been active on bibliographical projects, which are noted in another chapter.

The calls for service to the Hebraic Section were no less varied. Many were for information on current Jewish affairs or on points of Jewish religious observance. Some solicited information on esoteric aspects of Semitic history and legend.

Typical requests were those for the translation of certain Ethiopic military titles, for details of recent discoveries in Palestine relating to the history of the alphabet, for Hebrew material bearing upon a compendium of religious bibliographies, and for a list of Hebrew and Yiddish works concerned with the theater

The war also made itself felt in the work of this Section, for the Office of Censorship invoked its aid in translating Hebrew correspondence, and the Veterans' Administration requested the equivalents of Jewish dates for the personal records of servicemen. Still other agencies obtained data on the nature or activities of various Jewish organizations and societies. Miscellaneous inquiries included a request from a Jewish dentists' association for information regarding the contribution of Jews to dentistry, and an appeal for assistance in the compilation of a dictionary of Hebrew agricultural terms

Other institutions asked for, and received, services, and bibliographical help was extended to a number of important libraries and universities. This becomes ever easier as one of our major projects progresses, the subject index of Judaica, upon which a great deal was accomplished during the past year. The purpose of the index is to provide a guide to all of the Library's holdings touching upon subjects of Hebrew and Jewish interest

The Division of Prints and Photographs renders service on more material than its name implies. Not only does it produce for readers the pictorial categories implicit in its title, but it also supplies the Library's books on the fine arts and their history and aesthetics

In the course of the year 5,354 readers or "viewers" came to the Division's reading room in quest of service. They were supplied with 19,649 books, 30,014 prints and drawings, and 80,182 photographs. In addition to these figures, the Division's small but growing Archive of Hispanic

Culture served some 200 students seeking graphic presentation of life in the Hispanic world, and provided them with more than 1,000 important items

Government and the world of industry and education also find here a solution to problems, as illustrated by the numerous requests emanating from the United States Navy, the United States Marine Corps, the periodicals *Life* and *Look*, the Pictorial Publishing Company, the Associated Press and Harvard University. Slides and photographs were obtained from the Archive of Hispanic Culture by the National Gallery of Art in Washington, the Office of Inter-American Affairs, Duke University, the *Reader's Digest*, the Philadelphia Museum of Art, the University of Wisconsin, the Chicago Art Institute and other similar establishments

The drawings and photographs in the collection of early American architecture were sought by several motion picture producers (among them Metro-Goldwyn-Mayer, Warner Brothers and Paramount), by *Look*, *Antiques* and the *Journal of the American Institute of Architects*, as well as by the following: Oberlin College, The American Scenic and Historic Preservation Society, the West Virginia Department of Archives and History, the Connecticut State Library, Mississippi Southern College, the State Historical Society of Wisconsin, the University of Michigan, the Free Library of Philadelphia, Tulane University and the Detroit Institute of Arts

The collection of American lithographs is likewise subjected to constant and heavy use by Government agencies, newspaper offices, schools and academies, and individual investigators. Now that a subject index to the collection is in course of preparation, its holdings can be produced far more rapidly than before, with a consequent saving of energy as well as of time

The two expert craftsmen detailed from the Government Printing Office to



the Division report that 2,125 prints were matted and 12,453 photographs and posters mounted, more than 2,500 of the latter being specially mounted on muslin. Material of this sort has a fragility which increases with age, and the closest attention must be paid to its physical state from year to year.

Brief comment may be made here on the Photograph Section of the Library of Congress which, though not a part of the Division of Prints and Photographs, works with and services photographic products. Notable for its collection of more than 100,000 superb documentary photographs, the Section had its origin years ago under the Farm Security Administration. It was subsequently transferred to the Office of War Information, thence to the Library of Congress where, it is believed, its resources can be used to the best advantage. Among its services have been the supplying of illustrations for books, picturization of rural health programs, visual material on the history of several states, and suggestions for the multiple uses of school buildings. It received 485 specific orders during the year (including requests from the Navy and the Department of Agriculture) and granted more than 500 conferences with people needing counsel on the use of visual productions.

The Rare Books Division, as its name implies, has in its custody nearly all of the Library's collections of *incunabula*, first editions, early *Americana*, many manuscripts from the Middle Ages and Renaissance, and books attaining uniqueness through association with famous owners of the past.

The reading room of the Rare Books Division receives investigators of a wide variety of subjects. Practically every discipline has its early literature and rare imprints, and with obvious exceptions (e. g., Maps and Music) they are served in the Division's reading room. Scholars come here to consult the earliest printed sources

in their field, to obtain bibliographical assistance of the greatest importance, to be guided to auxiliary literatures. In the past year 3,795 individuals were supplied with nearly 17,000 volumes, while 329 of the visitors had problems disposable only through special conferences. The number of readers increased markedly upon the return of the volumes placed in protective storage at the outbreak of the war. These numbered some 40,000, the very choicest of the Division's collection, and their restoration to the shelves was the cause both of joy and relief. Upon inspection they were found to be unharmed and in excellent condition, fortunately none the worse for their sojourn in far places.

Preservation treatment was accorded, this year, to particular segments of the collection, among them being the specimens of early printing (1501-1520), English printing (1501-1640), and some of the *Americana* in the John Boyd Thatcher collection. In addition, over 7,500 disfiguring labels were removed from books, over 5,000 volumes were cleaned and oiled, nearly 1,000 underwent minor repairs, about 300 received new spines, 47 were completely rebound, and a number of slipcases, boxes and portfolios were ordered for important single items.

In 1944 the Microfilm Reading Room was administratively attached to the Rare Books Division. The possibility of enlarging the Library's collections and consequent usefulness through microfilming otherwise unobtainable material is thoroughly realized, both by Library officials and the general public. During the year 1,047 investigators used 1,993 reels of film.

### *Circulation Service*

In the past year the Stack and Reader Division delivered to 300,347 readers a total of 633,234 volumes in the general reading rooms, the study rooms, the reading room reserved for the Office of

Strategic Services, and in a number of different divisions. Both readers and volumes used had increased over the year before, the first by more than 80,000, the latter by more than 100,000.

During the year 144,042 charges were recorded in the Central Charge File, 71,322 were cleared, 6,176 telephone requests and 1,485 personal requests were answered.

Closely connected with the Central Charge File is the Special Search Unit which turns to account the information the former may yield. Its members are also available for extended searches of material which has strayed, or been taken, to distant spots with no trace left behind. At present this unit has discovered 88 per cent of the material searched for. Together the two units are inestimably helpful in smoothing, expediting and improving the Library's service.

Nothing is more conducive to poor and inadequate service than crowded shelves. Under such conditions the arrangement of books becomes disordered, they are hidden behind others, or carelessly neglected. Faced with a mounting problem of overcrowded shelves, the Division secured the assistance of the Keeper of the Collections in remedying the situation. During fiscal year 1945, approximately 550,000 volumes and pamphlets in 8 classes were moved, and about 2,000,000 volumes and pamphlets in 15 classes were adjusted, arranged and aligned on the shelves. It was a gigantic undertaking, but the results are easily worth the labor it involved.

For the maintenance of accuracy and completeness, staff members "read" 89,612 shelves to see that books were in their proper place and filed 87,446 cards in the deck catalogs to represent newly arriving volumes. The number of books shelved totaled 699,015.

The readers served by the Stack and Reader Division, at least in the reading rooms, are those persons whose wants can

be satisfied without the mediation of reference counsel. But the Division is charged with the administration of the private study rooms at the disposal of investigators who remain in the Library for long periods and who use, in the course of their stay, a large quantity of the Library's resources. Better than any other office, therefore, it can report on the research projects of the more ambitious scholars and perceive the extent of Library influence throughout the country and the world. Last year there were 1,176 Americans (from 41 States, the District of Columbia and 3 Territories) and 81 persons from 18 foreign countries pursuing studies that ranged from philosophy to agriculture, from law to military and naval science. Represented in this group were staff members of congressional committees, and officials from practically every department of the United States Government. Also, scores of universities and colleges sent several hundred faculty members and graduate students to utilize our collections. Clients taking advantage of our study room facilities confer, of course, with our reference personnel in connection with their studies. Thus they experience fully the cooperative nature of departmental service and benefit from the flow of assistance that can originate at a hundred points.

The Serials Division, broadly considered, is one of the busiest in our institution. Its custodial and service functions are exceedingly complex by nature of the material in its charge, and it is confronted by more than its share of problems. Into the Divisions' hands come all of the newspapers and almost all of the current periodicals, the main receipts of government publications, domestic and foreign, and all uncataloged pamphlets. For service it must bring order to this heterogeneous and refractory mass of printed products (many of which are of the highest importance) and make them available to the

most variegated section of the public that visits the Library of Congress

The Division's three reading rooms last year served 390,768 items to about 75,000 readers. Only an approximation of the latter figure is given because of the impracticability of counting every visitant content with the daily papers on the reading room racks. It is known, however, that 93,791 of the items issued were government documents and were delivered to about 10,000 readers in a room where browsing can scarcely be indulged. No less than 46,284 volumes were loaned for use outside of the Library buildings, 26,183 telephone requests and orders were filled, and 614 letters were answered.

Serving the Congress, the Government and the public, the Division prepared reports on subjects as diverse as the following abbreviated list will indicate

- Admiral Farragut's capture of New Orleans
- Buddhist activities in southern California
- Business and finance
- Drugs and pharmaceuticals
- Farm machinery and tractors
- Horticulture
- Interior decorating
- Jewish newspapers and periodicals
- Lumber and woodworking
- Negro newspapers and periodicals
- Public speaking and lecturing
- Television
- Treaties with Switzerland

Research scholars and students in the Library drew heavily upon the Division's resources as they explored subjects of equal diversity. Another brief sampling of their projects will bear this out

- Chinese newspaper editorials on the "Open Door" treaty
- Home conditions and the returning veteran—Civil War, World Wars I and II
- Early navigation on Maryland's Eastern Shore
- Life and death of John Dillinger
- Federal aid in education
- Editorial reaction to terms of the Versailles treaty
- Japan's plan of battle against the United States

- Evangelism of Billy Sunday
- Student youth movement in Southern colleges
- Vice in New York City, 1848

Particularly useful to the Congress and the Government were the holdings of the Government Publications Reading Room and the War Agencies Collection. The former has already been mentioned. The latter was organized as a focal point for all literature and documents of a confidential character resulting from the recent war. For security reasons severe restrictions were imposed on it. It was accessible, however, to accredited representatives of Government agencies, and over 18,000 items were used by them. As rapidly as its contents are "declassified" this collection is being dispersed among the general collections of the Library.

The binding program of the Serials Division is an important one. More fragile and more unwieldy than books, newspapers and periodicals (and many documents) must have as prompt attention as possible. We were fortunate in being able, this year, to extend binding treatment to more items than in the preceding twelve months, although we fell short of the standards that a full labor supply would allow us to maintain. Receiving binding, or otherwise protected, were 2,898 volumes of newspapers, 12,485 volumes of periodicals, and 13,580 volumes of government documents. Our qualified satisfaction is found in comparing this year's total of 28,963 with the previous total which amounted to 25,310.

The Loan Division has completed its first full year of administering all outside loans of Library materials and of exercising the uniform controls and operations with which it is charged. The centralization of responsibility for, and authority over, the Library-wide loan service has resulted in the integration of loans administered formerly by nine separate divisions of the Reference Department and by the Law Library, when each maintained inde-

pendently a list of its borrowers and a record of materials on loan

The total circulation for the fiscal year, exclusive of materials issued by the Service for the Blind, amounted to 155,770 pieces, of which 20,715 were issued on 529 congressional accounts, 64,868 to 203 Government agencies and offices, and 56,559 to institutions and other non-official borrowers, in Washington numbering 1,977. From libraries served in the non-local loan service the Division received 4,442 applications in response to which it supplied 13,628 items. In all 8,471 volumes were recalled from borrowers, including 5,801 by letter, and 2,670 by telephone.

In the service to official borrowers in Washington, procedures have tended steadily toward improvement. In the Capitol Station and in the book rooms in the congressional office buildings, the reference collections have been revised and, in the book rooms, collections of current books on questions of public and legislative interest have been installed and enlarged by weekly additions of new publications selected by the Legislative Reference Service. Waiting lists, formerly maintained primarily for congressional offices, have been instituted for Government borrowers generally and a follow-up system on urgent requests for material not immediately available has, through special search and recall, extended the service to the Federal agencies. In addition to the file of charges by individual borrowers and the author charge file of all materials in circulation, the Division now maintains a chronological file which provides a means for the daily recall of overdue items.

Institutions beyond the limits of the continental United States which were served through interlibrary loan included the Biblioteca Benjamin Franklin in Mexico City, the University of Habana in Cuba, and a number of libraries in

Canada. The resumption of foreign interlibrary loans on a broader scale may be anticipated as communication with European centers becomes re-established. The Division participated in a number of special activities, notably in the recording of materials for the touring Florida Centennial Exhibition, of rare Walt Whitman items exhibited at the Detroit Public Library, and of 1,000 volumes for the Library of the United Nations Conference on International Organization at San Francisco.

The Service for the Blind issued on loan a total of 22,689 embossed volumes and 9,516 talking books to 2,171 borrowers. Requests received by mail numbered 2,612. It should be noted that to an important extent materials have been lent in connection with studies in institutions of higher learning. During the year blind individuals who were taking courses in the following universities were supplied with material: Arkansas, California, Cornell, Harvard, Johns Hopkins, Michigan, New Mexico, North Carolina, Notre Dame, South Carolina, Virginia, and Wisconsin. A dozen state colleges and as many more professional schools were also represented on the student patrol list and the Service supplied information to and answered calls for special books from nearly every state in the Union, as well as Canada, the Virgin Islands, Hawaii, and Bermuda. During the year 335 new readers were registered, including 11 war-blinded veterans. To borrowers over 50 years of age, comprising over 40 percent of the present registration, the talking book has, manifestly, proved a benefaction. In its circulation the Service recorded an increase of 1,576 over the preceding year.

#### PHOTODUPLICATION SERVICE

Quantitative statistics and a technical analysis of photographic reproduction will be found in Appendix XVII, but it may be recorded here that requests received

during the year amounted to 8,391 as contrasted with last year's total of 7,076. This constitutes a gain of 19 percent. From this gross number of requests received 7,230 were actually filled as compared with 6,244 in 1944. In terms of services performed the increase thus amounted to 16 percent.

Our inability to respond to some requests is based upon three causes: (a) legal prohibition of reproduction due to copyright or common law right, (b) personal restrictions temporarily imposed by former owners as a condition precedent to deposit, and (c) lacunae in our collections.

### *The Law Library*

LIVING outside of the Reference Department but an integral part of the Library's reference services is the Law Library. Government activities and interests, particularly with respect to legal problems and legislative precedents, have continuously urgent need of a large dynamic collection of legal literature. The Law Library, with an expert staff and separate reading room facilities, responds to the thousand and one calls for information and clarification that legal thinking and disputation always give rise to. In order to serve the Congress and the Government most expeditiously, the Law Library maintains an extension of itself in the Capitol of the United States to which Senators and Representatives may repair for service with the least possible delay. The efficiency of this arrangement has been proved times without number. Once the Law Library's responsibility to the Congress and the Government is discharged, it is privileged to minister to the general public, among which the legal profession is the most assiduous client. Its labors are closely intertwined with those of the Reference Department, the functions of the two offices complementing each other as common objectives are pursued.

A quick appreciation of the Law Library's service, at least in terms of quantity, will be gleaned from the following figures. In the Main Building 26,557 readers used 70,105 volumes, in the Capitol 9,954 called for 32,539 different items. Telephone inquiries and orders totalled, in the Main Building, 27,954, in the Capitol 9,114. Conferences, or specific reference inquiries, were almost the same in the two locations, 2,712 being held in the Main Building, 2,665 in the Capitol.

The augmented use of the Law Library in the Capitol was highly gratifying. During the past year it was visited by nearly 50 percent of the Members of the House of Representatives and over 80 percent of the Members of the Senate. Both groups showed a marked increase over the preceding year. Other congressional use of the library was exemplified by the staffs of congressional committees and their committee counsel. The employees of the Law Library in the Capitol procured all requested books, effected the prompt transfer of materials in the Main Building to the Capitol, drew upon the resources elsewhere in the Library of Congress, and frequently persuaded readers to come to the Main Building if their problems so warranted. But the resources in the Capitol library are far from inconsiderable. A number of research studies were successfully undertaken there without recourse to other collections, among them being a study of proxy marriages in the United States, a study of recent close decisions of the United States Supreme Court, and a review of state statutes affecting the deposit of government publications in the Library of Congress.

The Law Library in the Main Building remained keenly aware of the need for service improvement regarding its own collections, particularly when their use impinged upon other subjects being investigated from the legal standpoint. Considerable clarification was attained in

the problem of book classification when a work seemed susceptible to more than one class. Decisions were reached whereby more consistency will prevail in the acquisition of literature of extralegal connotation.

The energies of the American Law Section during the past year were concentrated chiefly in an intense acquisitions program, but inspection of present holdings (to determine segregation of types of material) was also part of its work. It provided assistance to some 300 readers. The heavy demands upon this Section earlier in the war slackened somewhat, 'attributable no doubt to the fact that legal stability in war procedures had been established long since.

The British Law Section devoted its talents to bibliographical services requested by numerous researchers and authors. Among those needing special assistance was a university professor writing on the subject of moots in the English Inns of Court. Another serious investigator examined early English legal cases for preparation of a text on social anthropology. Of unusual significance was our cooperation with the Department of Justice which stationed one of its representatives in the Law Library for several months. His assignment was to draft a memorandum as a portion of a brief of the United States in the case of *Cramer v The United States* (65 Sup St Rep 718). This was in reality a study of the law of treason and required extensive use of our collections of British law from the earliest times down to the present.

No better instances of the universality of law and the impingement of its literature upon other fields were found than in the research projects of the Latin American Law Section. Relations with our sister republics have grown more intimate with each passing year, and the principles of law must be invoked constantly to clarify the exchange of commodities and ideas. Our research projects in a southerly direc-

tion, therefore, carried on at the request of both governmental and private interests, were numerous and illuminating. They included legislation on cooperatives in Latin America, forestry laws of Latin American countries, Latin American law libraries, legislation on mining and petroleum industries, racial discrimination in immigration laws, minimum wage rates, constitutional provisions for the voting of legislatures (such as the nature of majority voting required for treaty ratification), corporation laws of Latin American countries, municipal taxes in Buenos Aires, music copyright cases in Argentina, Uruguay and Mexico, the influence on modern law of *Los Siete Partidos*, and marriage and divorce in Mexico.

Congressional and governmental requests for translations into Spanish and Portuguese were also numerous. Some of these tasks were fairly slight, but others ran to the length of a fair-sized monograph.

The Foreign Law Section had its own part to play in assisting the Department of Justice prepare the case of *Cramer v The United States* (vide supra). There were drafted extensive memoranda on treason in Roman Law, the law of Continental Europe, and relevant matters in Canon Law. One memorandum dealt with the crime of high treason from the time of the Romans to the latter half of the eighteenth century. Another was devoted to treasonable crimes under the criminal codes of Continental Europe. A third elucidated the two-witness requirement in Canon Law. Assembled as a group these three documents were printed in the appendices of the brief of the United States and submitted to the Supreme Court. Reference was made to them in the majority opinion. It is believed that this was the first occasion of a product of the Foreign Law Section being delivered to the Court over the signatures of the authors.

Other important tasks have likewise

been assigned to this Section. The Judge Advocate General of the Army and the Liaison and Studies Branch of the Military Government Division of the United States Army requested an English translation of German Criminal Codes plus amendments and supplementary legislation. No such translation has appeared since 1909, so the new text will actually present much fresh material as it makes available to English readers the penal legislation effected during Hitler's regime. Preliminary drafts of separate parts were issued as restricted mimeographed publications and promptly sent abroad by the Liaison and Studies Branch of the Military Government Division of the United States Army. The final revision is not yet completed. Similar activity will be undertaken, at the request of the same authorities, with German Military and Disciplinary Codes, the Juvenile Court Code, and the Codes of Criminal and Civil Procedure.

There was also prepared in the Foreign Law Section a second edition of *Courts Martial Law of Soviet Russia, Germany, Italy, Switzerland, and Japan and the Disciplinary Code of Soviet Russia*. A number of studies were accomplished on behalf of various Government agencies. The subjects so investigated included the extradition laws of various European nations, banking legislation in Denmark, Spanish immigration laws and confiscation decrees in Soviet Russia.

The Head of the Foreign Law Section (Vladimir Gsovski) successfully executed a special assignment at the United Nations Conference on International Organization. At the request of the Department of State, he was attached to the International Secretariat and worked in the Russian Unit of the Translating Bureau as Editor of Russian translations. Upon his shoulders also fell the preparation of the final Russian text of the Charter of the United Nations and the text of the Statute of the International Court of Justice.

The Section of International Law and Jurisprudence inevitably faces a period of incalculable expansion and activity. National and public interest are again pointing to the sanctity of international law, and world security may well depend upon the full comprehension of its meaning and significance. During the war years there were obviously glaring instances of its abrogation, but its principles were never doubted or questioned. Our Section entrusted with the interpretation and collection of the literature of international law made the most of its opportunity during the final war year to cultivate a program of acquisitions and succeeded in drafting a number of want-lists that will strengthen our holdings considerably.

Since the Law Library has immediate control of the materials on its shelves, it exercises a constant watchfulness over their physical conditions. Binding and re-binding are the two most important functions in the protection of books and periodicals, and a broad measure of custodial success can be gained from the number of volumes so treated. Binding was placed upon 2,661 law books last year, while re-binding was allotted to 1,156, the encouraging total reaching 3,817.

The Law Library also has in its custody its collection of rare, old and valuable books and manuscripts. Most important in problems of older phenomena, these precious tomes were evacuated early in the war to points of greater safety than the Nation's Capitol. In all 236 boxes of legal literature were thus transported, returning to the Library of Congress unharmed in the fall of 1944.

### *Special Services*

In extending its services to new areas, the Library of Congress welcomed the opportunity presented by the United Nations Conference on International Organization in San Francisco. Suggested by

Archibald MacLeish, then Assistant Secretary of State for Cultural and Public Relations and formerly Librarian of Congress, a project was outlined whereby the Library of Congress would serve all participating countries, and to that end arrangements were formulated by officials of the Library of Congress and the Department of State. Basically the plan provided that there should be assembled a fundamental reference collection of some 5,000 volumes (subsequently reduced to 3,000) approved by the two cooperating agencies, that so far as possible the books themselves should be borrowed from the large libraries in or near San Francisco, that the Library of Congress should supply materials not otherwise available, and that complete library service should be instituted on behalf of all delegations to the Conference.

In the past, various international bodies founded on some degree of permanency have organized libraries to serve their needs, but in no instance of record had there been organized overnight, as it were, a library service comparable to that of the Conference Library.

Members of the General Reference and Bibliography Division, in consultation with officials of the Department of State, were responsible for the selection of basic works in the following categories:

- League of Nations publications
- International relations and organization
- International law
- Treaties
- Periodicals
- Periodical and newspaper indexes
- General works
- Encyclopedias
- Dictionaries
- Biographical sources
- Statistical yearbooks
- Vertical file (pamphlets, etc.)

In addition, there were maintained files of current newspapers and magazines. In the selection of publications, emphasis was placed on the records of acts and proceedings of international organizations,

on reports of arbitration of disputes, action in economic affairs, administration of mandates, etc., codifications, essential treatises and collections of papers in international law. The more general reference material included sources of biographical information of many nations, current statistical compilations, bilingual dictionaries, indexes, bibliographies, and encyclopedic works.

In securing materials from libraries in the Bay area, the Library of Congress received splendid cooperation from the following institutions:

- Mills College
- Ninth Service Command, Library Depot,  
Presidio of San Francisco.
- San Francisco Law Library
- San Francisco Public Library
- Stanford University Library and the Hoover  
Library of War, Revolution and Peace
- University of California

In addition, the Los Angeles Public Library cooperated helpfully, as did the United Nations Information Office, of New York. Publishers likewise lent a number of volumes, and several important gifts were presented by the Carnegie Endowment for International Peace. The Library of Congress itself sent approximately 1,000 volumes from its shelves.

The Conference Library was assigned three rooms on the second floor of the Veterans' War Memorial Building. The largest served as a reading room and was equipped with book shelves for the basic collection. The two smaller rooms were utilized as offices. The staff was comprised of the following:

#### *The Library of Congress*

- Verner W. Clapp<sup>1</sup> (Director, Acquisitions Department)—Conference Librarian
- Lewis Hanke (Director, Hispanic Foundation)—Associate Conference Librarian
- Ruth Savord (Librarian, Council on Foreign Relations, on loan to the Library of Congress)
- Reference Specialist

<sup>1</sup> Author of an extended article on the project in *The Library Journal*, October 1, 1945.



Paul Klust (Assistant in Charge of Reference Collections)—Reference Assistant in Charge of Reading Room Service

*Also*

Marv L. Hunt (of Berkeley, California)—Reference Assistant in Charge of Inter-library Loans

Cecelia Miller (of San Francisco, California)—Secretary-Receptionist

Theodore De Boer (of Oakland, California)—Messenger

*The Department of State*

Dwight P. Myers (Division of International Organization Affairs)—Reference Specialist

Nona Doherty (Library of the Department of State)—Reference Assistant

*United States Navy*

Yeoman 3/c Jerrold Orne (Instructor, Naval Training Center, San Diego, California, and Fellow in Library Science in the Library of Congress)—Reference Assistant in Charge of Reading Room Service

The rooms were in close proximity to the Delegates' Lounge and the principal committee room and the Library was well announced through Conference publications. It was open to readers for a total of 65 days (including Sundays), from April 23 to June 26. Out of nearly 1,000 visitors and observers, more than half were serious investigators who, in addition to scanning books on the shelves, requested special service on several hundred inquiries. There follow representative samples of the service rendered.

*Information furnished by reference to suggested and available books*

The meaning of the word "assessors" in the statute of the Permanent Court of International Justice

Biographies of various delegates

Text of President Roosevelt's address on the Four Freedoms

Membership of the Soulsbury commission on the constitution of Ceylon

Data regarding the "Churchman's Award"

English translation of the constitution of the U S S R

French text of "The Rights of Man"

Text of the Canberra Agreement

Press releases on the Yalta Agreement on voting procedure

Spanish text of the final acts of the first and second meetings of the Foreign Ministers of the American Republics

Text of the Balfour Declaration

Text of the Anti-Comintern Pact

*Information furnished by special investigation and report*

List of "operative words" used in League of Nations Assembly resolutions

Litvinov's definition of "aggression"

Definition of the terms "political aspirations" and "free political institutions"

Data on employment of women in international secretariats

Relation of Islamic law to the philosophy of international organizations

List of Latin-American countries having diplomatic relations with the U S S R

Validity of unregistered treaties

Status of Argentine adherence to the Permanent Court

Constitutional provisions of the various United Nations affecting ratification of the charter

Text of the "Grangorne Report"

Fatalities in World War I and World War II

History of "the Veto" from the Congress of Vienna to date

The Information Office of the Secretariat also drew heavily upon the Library for the data issued in Conference publications setting forth background and objectives.

Collections of about 200 volumes each were placed on the delegates' trains, west-bound and east-bound between San Francisco and New York and Washington for the entertainment of the delegations. The books were recent publications of general interest on public affairs, descriptions of the United States, fiction, and miscellaneous topics. This procedure called forth specially favorable comment from Richard L. Neuberger in his "Marginal Notes at San Francisco" (in the *Saturday Review of Literature*, May 26, 1945).

After the adjournment of the Conference, the Library dispersed its holdings to their various owners with pride in the fact that not a volume had been lost. A new level of library cooperation had been attained, and the Library of Congress is truly grateful to sister institutions for their unstinted generosity.

The Conference Library was admittedly an experiment, and it can be regarded as an entirely successful one. Among the factors leading to success were the care exercised in forming its collections, the collaboration of other libraries, and its favorable location at the headquarters of the Conference in the Veterans' War Memorial Building. Its presence was especially welcome to many of the delegates who had traveled at least part of the way by air and, as a consequence had lacked facilities to bring materials sufficient to their needs. At one committee meeting less than two weeks before the close, one delegate remarked "The Library is the most helpful place in this Conference!" It is worthy of note, too, that many persons from distant parts of the world received their introduction to American library services and methods in the Conference Library.

For many years the Library of Congress has been preeminent in the field of chamber music. Generous endowments by public-spirited citizens have made the Library a world center for this branch of the musical art. The two chief foundations in the Music Division of the Library are the Elizabeth Sprague Coolidge Foundation and the Gertrude Clarke Whittall Foundation. Both of the donors are today as interested in their foundational activities as they were when they first selected the Library as the locus of their endeavors, the former 20 years ago, the later almost 10.

The Coolidge Foundation was established by Elizabeth Sprague Coolidge to perpetuate her efforts of many years in disseminating chamber music among more and more people and in stimulating, by commission and contest, the creation of new compositions of lasting significance. Frequent concerts by the finest artists are held in the Coolidge Auditorium of the Library, and the general public (private performances being contrary to policy)

has the opportunity of hearing many world *premieres*.

On October 28-30, 1944, the Coolidge Foundation sponsored its first festival of chamber music in four years. With four programs in three days, the festival was conspicuously successful and culminated in a dance program staged and performed by Martha Graham. Three of the most eminent of living composers had been commissioned to write music (for chamber orchestra) to which Miss Graham adapted scenario and action. In response to public demand, the dance program was repeated a second evening.

We take pride in the fact that both musical and dramatic history were made on the evenings of Miss Graham's performances. Each of the three works on the program was presented for the first time, and two of them won national acclaim. *Appalachian Spring* by the American composer Aaron Copland was awarded the Pulitzer prize of the year for musical composition and was designated, by the New York Music Critics Circle, as the best theatrical work of the season. The entirely different *Hérodiade* (produced as *Mirror Before Me*), composed by Paul Hindemith, won a similar acclaim. John Martin, eminent dance critic of the *New York Times*, had difficulty in choosing between the two works, writing in his column for August 5, 1945:

It is now this department's self-imposed task to single out one [of thirty-three new works] upon which to bestow its traditional award as the season's best. The choice narrows down ultimately to one of two works, both, as it happens, by the same choreographer. They are "*Appalachian Spring*" and "*Hérodiade*."

Mr. Martin referred to *Appalachian Spring* as "a beautiful and a satisfying composition" with "a glowing spirit and an overall beauty." *Hérodiade* he called "a profound and searching work, deeply original in both form and content and without an unnecessary phrase or a false movement."

In addition to the festival, the Coolidge

Foundation sponsored five concerts in the Library and gave the Washington public the opportunity of hearing the Pro Arte Quartet (now of the University of Wisconsin), the Coolidge Quartet, and the eminent pianist, Frank Sheridan.

Outside of the Library but under its auspices, the Coolidge Foundation brought chamber music to thousands of music lovers throughout the country. The extension concerts it sponsored, in colleges, libraries and museums, numbered 41. Perhaps the most important achievement of the year, however, lay in the Foundation's arrangements for several concerts in veterans' hospitals, thus enabling many incapacitated servicemen to experience a type of art that rarely comes their way.

Gertude Clarke Whittall established the Foundation bearing her name after presenting to the Library a collection of magnificent Stradivari stringed instruments. By this act she assured the continuance of their perfect preservation and avoided the danger of their becoming silent "museum pieces." They are used in numerous public concerts devoted to the masterworks of the classical and romantic chamber repertoire, and are played at daily rehearsals by the concert-giving artists, now the Budapest String Quartet. The American people thus have an unequalled opportunity to hear the fabulous products of the great Italian craftsman in all their matchless purity and homogeneity of tone. During the past year the Whittall Foundation sponsored 18 concerts in the Library, 16 presented by the Budapest ensemble, 1 by the celebrated team of Adolf Busch and Rudolf Serkin, and 1 by the eminent violinist, Zino Francescatti.

The concerts<sup>2</sup> of both foundations are presented in the Coolidge Auditorium,

<sup>2</sup> The names of individual artists and ensembles appearing in the Library of Congress concerts during 1944-45, together with complete listing of programs, will be found in Appendix IX.

with overflow audiences hearing the music through loudspeakers in the contiguous Whittall Pavilion. The Auditorium was erected by Mrs. Coolidge and the Pavilion by Mrs. Whittall. The former was necessary to the activities of the Coolidge Foundation, and the latter serves as the permanent home of the Stradivari instruments. The concerts of both foundations are entirely free, the public having to pay only a nominal service charge for the distribution of tickets.

Because of the expansion of Library activities and services, and the ever-increasing cooperation with Government agencies and professional groups, the excellent facilities of the Coolidge Auditorium and the Whittall Pavilion for conferences and assemblies are increasingly utilized. Although they exist primarily for musical purposes, their availability for events other than concerts is a great advantage.

The most exciting event taking place in the Coolidge Auditorium was the special presentation to both houses of Congress by the War and Navy Departments on January 24, 1945. Having as their purpose the informing of Congress concerning the current progress of the war, the principal speakers were Secretary of War Henry L. Stimson, Secretary of the Navy James Forrestal, Admiral Ernest J. King, and General George C. Marshall.

One week before, on January 17, Members of Congress were invited to the Coolidge Auditorium to see motion pictures prepared by the Office of War Information for use overseas. On this occasion Elmer Davis gave a brief introductory talk.

On the evening of January 17, 1945 Sir John Forsdyke, K. C. B., Director and Principal Librarian of the British Museum, and Dr. Henry Thomas, Keeper of Printed Books, addressed the librarians of the District of Columbia, in the Coolidge Auditorium, on the subject, "The British Museum in Wartime."

Several official Library of Congress events of great importance were likewise held in the Auditorium, among them

1 On February 21, 1945—An address by Byron Price, Director of Censorship, "upon the occasion of Mr. Barney Balaban's gift to the Library of Congress of an original copy of the Bill of Rights"

2 On May 29, 1945—An address by Thomas Mann, Fellow in Germanic Literature in the Library of Congress, entitled *Germany and the Germans*

3 On June 30, 1945—The formal opening of an exhibit of German atrocity pictures under the auspices of the Library of Congress, the Washington *Evening Star*, and the St. Louis *Post-Dispatch*. The speakers on a 30-minute broadcast from the Auditorium over Station WMAL were the Librarian of Congress, B. M. McKelway of the *Evening Star*, Raymond P. Brandt of the *Post-Dispatch*, and Elbert D. Thomas, James W. Mott, and Dewey Short, Members of Congress. The broadcast was followed by a showing of War Department atrocity and indoctrination films.

Each of these events drew an overflow crowd which heard the proceedings, *via* loudspeaker, in the Whittall Pavilion.

Finally the two rooms repeatedly proved their value to numerous library and professional groups. They afforded meeting space for official assemblies and for professional societies. Government agencies having inter-departmental connections with the Library found them highly advantageous, important library bodies could gather in them for the discussion of professional problems, and representatives of learned associations found them conducive to fruitful deliberation. In short, the Auditorium and the Pavilion inestimably augment the Library's potential for service of a creative character.

The flavor of the Library's vast resources can best be communicated to the American people through the frequent display of notable exemplars. Manuscripts, rare books, photographs, prints, drawings, and significant documents are here in profusion, and every effort is made to sustain a dynamic program, through exhibits, to impress the public with the heritage which

is theirs. The spacious halls and corridors of the Library are thronged with visitors every year, and their congregation in front of exhibit cases testifies to the laudable curiosity these rarities arouse. Our exhibition program therefore is increasingly active, with the result that more citizens see more things with more meaning as time goes on.

The Shrine of the Library of Congress, of course, remains unchanged. The original engrossed copy of the Constitution of the United States and the Declaration of Independence are the most precious of our possessions, veritably priceless and viewed by everyone with unconcealed awe. Facing them now is another notable document, an original copy of the Bill of Rights which was given to the Library last February by Barney Balaban.

Of the temporary exhibits installed during the year, the most elaborate was the showing of material commemorating the centennial of Florida's admission to the Union. In two sections, it covered the State's historical development and included a distinguished display of manuscripts, books, and photographs. The exhibit was formally opened with an address by Claude Pepper, United States Senator, who gave a résumé of Florida's history. This was the first in a series which eventually will present the story of every state in the American Union.

Intimate and revealing was the exhibit of materials relating to the most famous of all violinists, Niccolò Paganini, who has become as much a legend as an historical personage. The unparalleled Paganini collection from which the displayed items were selected came to the Library through the munificence of Gertrude Clarke Whittall and contains unexploited sources of the highest value for biographical and musical studies. The 19 exhibition cases utilized contained many of the violinist's personal letters and accounts, caricatures and portraits by eminent artists, manu-

scripts of unpublished compositions and early editions of his music

Mrs Whittall has also enriched the Library in years past, with valuable literary monumenta, and these formed the basis of a small but discriminating exhibit early in the spring. It included letters, manuscripts, notebooks and rare editions of these poets: Percy Bysshe Shelley, Dante Gabriel Rossetti, A. E. Housman, and Edwin Arlington Robinson.

Amusing and penetratingly instructive was the large exhibit of drawings by Clifford K. Berryman, celebrated cartoonist of the *Washington Evening Star*. These had been selected from the originals recently presented to the Library by the artist himself and spanned his career from 1896 to date. Arranged in chronological order, they constituted a vivid pictorial record of 50 years of American political history.

It is obviously impossible to describe each exhibit here (a complete list is presented in Appendix VIII), but events in the lives of three individuals gave rise to special displays of current significance. Most important was the exhibition of books, documents, letters, pictures and other memorabilia relating to Franklin Delano Roosevelt, late President of the United States.

Commemorating his brief but memorable services as Librarian of Congress was an exhibit of the writings and utterances of Archibald MacLeish installed on the occasion of his appointment as an Assistant Secretary of State. And in honor of the triumphant return to America of General Dwight D. Eisenhower there was an exhibition of photographs and papers reflecting his personal accomplishments and the magnificent victory over Nazi Germany.

In many other respects, too, our exhibits were keyed to current events and were influenced by the perceptible trends of contemporary society. Examples of

these were the showings of books banned in the United States (in honor of freedom of the press), the first newspapers issued by civilians (under Allied guidance) in the occupied city of Aachen, and a group of unforgettable Russian war posters.

On the first floor of the Main Building there now stands a single exhibit case in which one item is displayed for a week at a time. Whatever document occupies the case is known as the "Exhibit of the Week", and certain remarkable holdings of the Library are now brought to the public's attention with a commendable degree of regularity and timeliness.

An important innovation was established this year in the arrangement of traveling exhibitions. Collections of exciting visual material were lent to responsible institutions in many large cities where they were shown under favorable conditions and reached far greater numbers than could have seen them only in Washington. Probably the most striking example was the collection of original drawings, by the greatest contemporary caricaturists and cartoonists in America, drawn to illustrate song slides from which soldiers and sailors do so much of their group singing. In making these the artists contributed their talents to the United Services Organization which, in turn, presented them to the Library of Congress. Three photographic collections also toured the country, everywhere meeting with generous approval. *The Red Cross in Retrospect* showed, in pictures, the history of the American Red Cross, *U. S. Railroads* gave a nation-wide survey of this aspect of our transportation system, and part of the Florida Centennial exhibition gave students and educators a new perspective of Floridian history. These materials traveled north and south, east and west, and extended the pictorial facilities of the Library of Congress over a wide area.

The Law Library and several other units

have facilities for exhibiting rare and interesting items. During the past year, for instance, the Music Division has displayed the original manuscripts of the works commissioned for the Coolidge Festival of Chamber Music, important works of Walter Piston, Aaron Copland, Paul Hindemith, and Darius Milhaud, as well as numerous autographs of immortal masters. The Rare Books Division has literally endless resources from which to select materials for its exhibit cases, and the Division of Prints and Photographs maintains exhibits of engravings and prints of special significance throughout the year.

This year it sponsored its third *National Exhibition of Prints* and brought to public view 374 prints by 311 printmakers chosen by an expert Jury of Selection consisting of Asa Cheffetz, Armin Landeck, and Robert Riggs. The Pennell Fund Committee (John Taylor Arms, Stow Wengenroth, and the Acting Chief of the Division) in turn awarded 35 "purchase prizes" to works of exceptional merit. Through this activity the Library attempts to further the aims of Joseph Pennell to encourage the productivity of artists and to secure for them adequate national recognition.

## Chapter IV

# Bibliographies and Publications

A LIBRARY with outstanding collections has the responsibility of making these resources known. The public catalog and sets of the depository catalog describe volumes in the Library of Congress, but they do not satisfactorily bring together all the important material on a subject. For example, references to articles in periodicals and to unpublished material are seldom included in library catalogs. The organization and description of such diverse yet related materials is the province of the bibliographer. It is natural, therefore, that considerable effort should be expended in the Library of Congress in the preparation of bibliographies and that many of them should be published. In this form they are available to users both within and outside the institution. Although the Library issues some publications which are not bibliographies, most of the works appearing over its imprint are bibliographical in nature. For this reason it is convenient to discuss together the bibliographical and publishing activities of the Library of Congress during the past year.

Because it was recognized that the Advisory Committee on Publications created on December 31, 1940, and the Committee on Bibliography established on June 16, 1942, had overlapping functions, they were replaced on March 30, 1944, by an interdepartmental Committee on Bibliography and Publications. This Committee was established "to recommend to the Librarian policies for the development of a bibliographical and publishing program in consonance with the Library's objectives, and procedures for the administration of this program." *Ex officio* members of the

Committee now include the Directors of the Acquisitions, Processing, and Reference Departments, the Law Librarian, the Information and Publications Officer, the Assistant Director of the Reference Department in charge of Public Reference Service, the Chief of the General Reference and Bibliography Division, and the Editor of the *Quarterly Journal of Current Acquisitions*. During the past year the Chief of the Orientalia Division and the Director of the Legislative Reference Service were members at large. The Assistant Director of the Reference Department for Public Reference Service acts as Chairman of the Committee and the Assistant Chief of the General Reference and Bibliography Division serves as Secretary. This Committee has jurisdiction over all bibliographical and publishing projects undertaken in the Library of Congress.

During the fiscal year 1945 the Committee held 34 meetings, considered 55 projects, and gave considerable attention to policies and procedures affecting the bibliographical and publication program of the Library. Of the 55 projects submitted between July 1, 1944 and June 30, 1945, 42 were approved by the Committee, 1 was rejected, 1 received qualified approval, and 11 awaited action at the end of the year. Of the 42 approved, 26 are in print, near-print, microfilm, or mimeographed form. Nine are ready for publication when funds or facilities are available, and the remaining 7 are in course of preparation.

Discussions of policies determining the bibliographical and publication program continued on an exploratory level. It was felt that the primary obligation of the

Library is in the field of American bibliography and that the preparation of guides to the collections should be a first consideration in the publishing program. The Committee decided that all bibliographies prepared on Library time should be submitted for its consideration. If publication outside the Library is proposed the Committee will determine whether it wishes to waive its authority to recommend publication by the Library. In general, assignments for the preparation of a project should assume publication by the Library of Congress.

Although responsibility for planning the bibliographical and publication program rests with the Committee, the distribution of copies of Library publications is a duty of the Information and Publications Office. The procedures to be followed in the distribution were established by General Order 1231, August 23, 1944. The control thereby achieved resulted in much additional work in the Office, but it has been handled with the assignment of only one new position to the staff.

During the year the Information and Publications Office received 23,239 requests for Library publications. Of these, 365 came from Members of Congress, 3,105 from other Government agencies, 358 from the press, and 11,899 from other libraries and educational institutions. The number of publications distributed totaled 32,370, of which 1,091 were sent to Members of Congress, 10,101 to other Government agencies, 951 to the press, and 16,111 to other libraries and educational institutions. A total of 3,671 pieces were sent to foreign countries. The stock of publications, however, was larger at the end than at the beginning of the year, for 81,123 new pieces were added during the intervening 12 months.

Despite the fact that the centralization of various publishing activities required most of the attention of the Information and Publications Office, the 71 press re-

leases issued in the fiscal year 1945 were almost double the number issued during the preceding year. The Information and Publications Officer attended the annual meeting of the Library Public Relations Council in New York where he interviewed various newspaper and magazine editors. More than a hundred new press outlets were arranged during the year, yet the strongest interest in the Library continued to be shown by old friends among the press.

General Order 1246, February 23, 1945, announced the beginning of an inventory of Library publications and directed that the stocks of publications in various divisions be sent to the Publications Stock Room. Hundreds of copies of publications, including several out-of-print titles, were transferred in response to this order, and these have been either added to the general stock or returned to the proper division after being recorded. Approximately 500 publications are now inventoried on slips, which serve also as a much needed guide to the location of copies.

Certainly the appearance of the first number of the *United States Quarterly Book List* was the year's most significant event in the publishing program of the Library of Congress. The *Book List* is an outgrowth of a recommendation made in 1936 by the Inter-American Conference for the Maintenance of Peace, at Buenos Aires, that "each American State prepare a quarterly bulletin which shall contain bibliographical notices of recently published works." In response thereto, the Interdepartmental Committee on Cultural and Scientific Cooperation of the Department of State requested the Library of Congress to outline a plan for such a periodical. The plan submitted was approved, funds for the publication were allocated from the budget of the Interdepartmental Committee, and on September 1, 1944, Joseph P. Blickensderfer was appointed Editor.



An Advisory Committee, with the Librarian of Congress as Chairman, met on October 12 to determine general policies. The statement of this Committee defines the scope of the *Book List* and the procedures to be followed both in securing copies and in writing reviews. Through the offices of the Book Publishers Bureau and the Association of University Presses, about 800 publishers were asked to send copies of their current literary, learned, and scientific works to the *Book List*. A group of 400 specialists was recruited for writing reviews, but additional reviewers are needed and wider geographical distribution is desired.

Two issues of the *Book List* appeared in the first half of 1945. That for March describes 131 publications, and that for June contains 112 entries and reviews. Information concerning each book includes a main entry, a descriptive annotation, and, if information is available, a biographical sketch of the author. The entry is adapted from the Library of Congress card, giving author and title, imprint, collation, price, and Library of Congress card number. The annotation is primarily descriptive of the subject matter of the book and the method of treatment, with comment on any special emphasis or particular contribution the book makes in its field. Ordinarily the class of reader to whom the book is likely to be of interest is indicated. The biographical note is intended only to place the author in relation to his field and to the particular book listed.

The work of securing books and reviews and the preparation of copy for the *Book List* have been done by a staff of three under the direction of the Editor. For the present, this staff is adequate, but it will not be so if a large increase occurs in the production of American books. The *Book List* is printed by the Government Printing Office and distributed in this country to publishers who contribute volumes, to the

press, and to depository libraries, and in Latin America to United States diplomatic missions and to the book trade and learned institutions. A copy is sent to each State Department diplomatic and consular post outside of Latin America, and others are sold by the Superintendent of Documents to individuals at home and abroad for \$1.25 and \$1.75 per volume respectively.

The *Quarterly Journal of Current Acquisitions*, which is published as a supplement to the *Annual Report* of the Librarian of Congress, first appeared in 1943. Volume one was edited by Allen Tate, incumbent of the Chair of Poetry during fiscal year 1944, and the second by his successor, Robert Penn Warren. Three numbers (one combining numbers three and four) were issued under the direction of Mr. Warren in 1945.

Mr. MacLeish, then Librarian of Congress, wrote in the first number of the *Quarterly Journal*, "It is hardly necessary to add that the Library's Journal will not reach a form satisfactory to its writers or its editor with the first issue or even with the first several issues. A periodical, like any other continuing and living organism, finds its form by exercising its functions." The first two volumes of the *Quarterly Journal*, although they elicited favorable comment from readers, did not adequately report new acquisitions, and in order that it might better fulfill its functions, the editorial responsibility was assigned to the Acquisitions Department in December 1944, with the Selection Officer as permanent editor. The Committee on Bibliography and Publications appointed a subcommittee on the *Quarterly Journal of Current Acquisitions*, with the new Editor, Mr. Nolan, as Chairman, to determine how the periodical could better describe the collections of the Library of Congress. The recommendations of the subcommittee have been approved, and the third volume will be prepared in

accordance with them. The first issue of volume three has already appeared in a new format, and later issues will contain, in addition to articles on notable additions to the collections, annual reports on accessions in various subject fields.

The Legislative Reference Service issued 449 numbers of *Abstracts of Postwar Literature*. At the close of the year, 308 Members of Congress were receiving them by request. Special subjects on which sets of abstracts were prepared include Dumbarton Oaks, the World Court, Congress, Aviation, Poland, Postwar Education, Russia, and International Economic Organization and Monetary Problems. In addition, 376 abstracts and over 4,000 annotated cards were prepared by the Latin American Abstracts Project in a comprehensive coverage of the Latin American field. Many of these were prepared on two topics of particular interest—the Argentine question and the Inter-American Conference on the Problems of War and Peace. Other subjects were the industrialization of Mexico, Brazil, and the Argentine, the development of the mining industry and of electric power plants, postwar markets and the effect on Latin American economies of a reduction in purchases by the United States, the effect and continuation of the good neighbor policy, and the relations between Great Britain and Latin America.

Three *Public Affairs Bulletins* issued by the Legislative Reference Service are *Cartels and International Patent Agreements* (revision), *The Reciprocal Trade Agreements Program* (revision), and *Armaments Policy in the Postwar World*. In other fields the Service has continued its publication of *Current Ideas in State Legislatures 1942-43*, a *Review of Laws Enacted during the Biennium*, *Digest of Public General Bills*, 78th Congress, second session, Nos. 6-7, and 79th Congress, first session, Nos. 1-2, *Monthly Summaries of State Laws*, *Summaries of Committee Hearings*, of which 111 were issued

during the year. Reports on a miscellany of subjects were mimeographed in response to the many orders received for them. The list includes *Nomination and Election of Presidential Electors Together with Such Instructions as are imposed upon them by State Laws*, *Decreasing the Voting Age to Eighteen Years*, *Compulsory Arbitration of Labor Disputes*, *Compulsory Military Training in Peacetime*, *Women in the Congress of the United States*, *Section 9 of the Presidential Election and Succession Act of 1792*, and *Provisions of the 20th Amendment Relative to Presidential Succession*. In connection with *Compulsory Military Training in Peacetime*, the General Reference and Bibliography Division issued a bibliography on *Universal Military Training* for congressional and other governmental use. Of the reports and studies prepared by the Service, *State Veterans Laws*, *Post-War Tax Plans for the Federal Government*, *Bibliography on Full Employment*, and *Aspects of Indian Policy* were issued as Congressional Committee Prints, *The Electoral College Constitutional Provisions and Laws on Election of President and Vice President* was published as Senate Document No. 243, 78th Congress, 2d session, and 19 reports were included in *Constitutional and Statutory Provisions of the States*. Volumes 2-3 Chicago, Ill., The Council of State Governments, 1944, 1945.

The bibliographic services to Federal agencies engaged in the manifold operations of war have followed the anticipated trend toward problems of the post-hostilities period. In the General Reference and Bibliography Division the list on *Demobilization*, compiled by Grace Hadley Fuller was completed and prepared for publication. During the course of compilation it served many offices and agents of the Government concerned with the subject in its military and industrial phases. *China: A Selected List of References on Contemporary Economic and Industrial Development*, with

*special emphasis on Post-War Reconstruction*, compiled by Helen F. Conover, was published in response to an appeal from the Foreign Economic Administration for materials basic to its study of China's industrial potentialities. *Islands of the Pacific*, compiled by Miss Conover in 1943, for which persistent demand had long since exhausted the original edition, was revised with a supplement through March 1945. The scarcity of readily identifiable or accessible information on the lesser-known areas of the Pacific has been strikingly reflected in the popularity of this compilation.

Three earlier lists on cartels were edited and combined, for incorporation with supplementary material in Frances Cheney's *Cartels, Combines and Trusts*, an annotated list of materials selected to trace the history and development of cartels and related forms of industrial organization in the United States and foreign countries. The publication was issued by the General Reference and Bibliography Division in conjunction with the Legislative Reference Service *Public Affairs Bulletin No. 26, Cartels and International Patent Agreements*. In its textbook *The Government of the Major Foreign Powers*, the Department of Economics, Government, and History of the United States Military Academy at West Point published Miss Conover's list of 428 references on the Governments of Great Britain, France, Italy, Germany, U. S. S. R., and Japan. The list was separately published by the Library under identical title.

The announcement last year of the projected *Biographical Sources for Foreign Countries* can now be supplemented with the report of publication of two sections of the bibliography (1) *General* (i. e., international, excluding sources relating only to the Western Hemisphere) compiled by Helen D. Jones, and (2) *Germany and Austria* compiled by Nelson R. Burr. Additional sections on *Japan* (Burr) and *The Philip-*

*pines* (Jones) were completed at the close of the year and have since appeared in mimeographed form. With the exception of the general list, the bibliographies are annotated. They represent exceptionally painstaking investigations of the Library's collections far beyond the point at which catalogs and bibliographic sources have been exhausted. The reaction of the Federal agencies at whose instance the project was undertaken, as well as the interest expressed by other recipients of the lists has been altogether gratifying and encouraging. Other lists prepared for officers of Government include *Renegotiation of War Contracts* (Department of Justice), *International Telecommunications* (Joint Chiefs of Staff), *Government Corporations* (War Shipping Board), *Tramp Ships* (Maritime Commission), *Guam* (Department of State) and *The South*. *Economic and Social Conditions* (Committee on Fair Employment Practice). For representatives of other nations, stationed in Washington, were compiled *Public Finance of the Philippine Commonwealth* (government of the Philippine Commonwealth), *Reference Works on Finance* (French Embassy), *Writings of Friedrich Hayek*, *Money and Finance of Russia*, *Books, Pamphlets and Articles in Periodicals in the English Language, 1854-1944* (Soviet Government Purchasing Commission in the United States). To these it would be illuminating to add the many challenging requests which, through force of circumstances, we have been under the necessity reluctantly to decline. Of direct and extensive bibliographic services to Government officials in person there have been instances too numerous to report.

The sustained success of *Post-War Problems. A List of Government Publications* has justified our confidence in the practicability of cooperative bibliography among the Federal librarians. With the inclusion of "processed" publications, as contrasted

with only printed publications in the earlier issues, the field of coverage has been greatly expanded. To the contributions of a score of Government libraries may be attributed in large measure the success and importance of this work.

Representative of the many services performed by the special divisions on behalf of the governmental establishment are bibliographies prepared in the Hispanic Foundation of works in English relative to Brazil, and on Portuguese and Brazilian literatures for colleges and high schools (for the United States Office of Education), on Abraham Lincoln and William Wheelwright (for the American Embassy in Lima, Peru), and biographical sources on notable women of Latin America (for the Radio Division, Office of Emergency Management, in New York). Special lists prepared by the Indic Section of the Orientalia Division in answer to specific requests include a list of the principal Indian periodicals (for the Department of State), a complete list of materials on microfilm relating to Burma in the Library of Congress (for the Office of War Information), a bibliography on the minerals of Burma (for the Foreign Economic Administration), and a list of references on Indochina (for the Army Map Service). For inclusion in the record packet of Music of India, the Indic Section prepared a pamphlet, *Music of India*, for distribution by the United States Office of Education.

The reorganization of the Census Library Project early in 1945 gave fresh impetus to the preparation of bibliographical guides to the documentary sources for the censuses of foreign countries. The exigencies of the war had earlier diverted the work of the Project from bibliography to research, and following the publication of *Recent Censuses in European Countries* in 1942 the Project concentrated on essential demographic studies for the war agencies as summarized in our Report for last year. It was with great regret that the Library

received the resignation of Irene Taeuber, Director of the Project, in September 1944. It has been much to the advantage of the Library, however, that Dr. Taeuber, while continuing her research for the Government, has maintained her association with the Project in an advisory capacity. To her generous cooperation and expert counsel may be attributed a large part of the Project's accomplishments during the last half of the year. Upon the appointment of Rudolf Smits as Director in January 1945, work was resumed on a number of annotated compilations: *National Censuses and Official Statistics in Italy since the First World War, 1921-44*, *A Preliminary Bibliography*, and *National Censuses and Vital Statistics in France between Two World Wars, 1921-42*. *A Preliminary Bibliography* were published during the ensuing months, and parallel compilations on Germany and Russia were completed and submitted to the Bureau of the Census for review late in the year. The work of compilation has served to point out gaps in the Library's collections of foreign government statistical publications and, by extension, to complete those collections by the early acquisition of missing items. It is the objective of the Project to continue the series of preliminary lists as the basis for a definitive bibliography of the national censuses and official statistics of Europe.

One of the most important projects undertaken at any time by the Law Library is its translation of the German Criminal Code. The work was requested by the War Department and the translation will be issued in mimeographed form by that agency. It will be the first publication of the *Code* in English since 1909 and will include all amendatory legislation down to January 1, 1945. Completed portions have been in constant use by the United States Army and civilian authorities in Europe, to whom it is an indispensable tool in the administration of Germany.

and in the war crimes prosecutions. The translation is being prepared by Vladimir Gsovski under the direction of the Law Librarian, Eldon James.

As a memorial volume to the late Law Librarian, John T. Vance, the Library published *Anglo-American Legal Bibliographies*, a compilation by William L. Friend of the Law Library staff, intended to provide members of the legal profession, as well as librarians, teachers and scholars, with a comprehensive guide to bibliographic materials pertaining to Anglo-American law. The work covers bibliographies relating to all aspects of English and American law except publications devoted exclusively to American statutory materials.

Two works of interest to scholars and students of American history are in progress in the Division of Manuscripts. The first, Grace Gardner Griffin's *Guide to the Collections of Reproductions from British Archives* has been completed and is in page proof. With the completion of the index it is anticipated that the *Guide* will be published during the present fiscal year. The second, a calendar of papers relating to the British West Indies in the colonial period, is being prepared by Ruth Anna Fisher.

With the return of the Declaration of Independence and the Constitution of the United States from protective storage a renewed interest in these documents was manifest on the part of visitors and correspondents. To provide information of a popular nature the Library issued *A Few Votes, &c Upon The Declaration of Independence and the Constitution of the United States* by Nelson R. Burr for general public distribution. Concurrently, the third edition of *The Constitution of the United States, Together with an Account of Its Travels since September 7, 1787*, compiled by David C. Mearns and Verner W. Clapp, was published, including, in its "Postscript", a record of the latest, and, it is to be hoped, last journey of the document.

Following the Library's extensive and colorful exhibit of materials illustrative of American battle art, Donald H. Mugridge undertook the preparation of a brochure on the subject. His selection of 150 prints, with explanatory text written with the collaboration of Helen F. Conover, will be reproduced in appropriate format under the title *An Album of American Battle Art*.

An important and interesting contribution to the bibliography of contemporary American letters is *Sixty American Poets, 1896-1944*, selection, preface and critical notes by Allen Tate, Consultant in Poetry in English, 1944, with a bibliography of their writings compiled by Frances Cheney. The publication is best defined in the introductory note by David C. Mearns, Director of the Reference Department.

This list of the works of 60 American poets has been compiled by Mr. Allen Tate, incumbent of the Chair of Poetry in the Library of Congress during the year 1943-44. The judgments which are contained in it are the judgments of a distinguished poet and critic, whose own appraisal of his contemporaries is at once the justification and the purpose of its publication. It is, in other words, not an objective selection based upon a poll of public esteem or even upon the agreement of a particular school of letters, but, quite on the contrary, it represents the distinctly personal choice and taste of the compiler. Specifically for that reason, and for the reason of its bibliographic content, the Library of Congress is gratified to have an opportunity to make it generally available.

The bibliography includes original works, translations, and recordings, together with references to critical and bibliographic sources.

The acceptance of a notable gift to the Library is recorded in *The Bill of Rights Address and Remarks by Luther H. Evans, Acting Librarian of Congress, and Byron Price, Director of Censorship, on the occasion of the presentation of an original of the Bill of Rights to the Library of Congress by Barney Balaban, February 21, 1945*. In addition, a brief account of the *Bill of Rights* was issued under that title in broadside form for general distribution.

A detailed résumé of the problems of administration and organization in the Library and a comprehensive account of the reorganization effected by the former Librarian, Archibald MacLeish, appear in his *The Reorganization of the Library of Congress*, 1939-44, reprinted from *The Library Quarterly*, October 1944. In another article, *A Slavic Center for the Library of Congress*, reprinted from *The American Review on the Soviet Union*, November 1944, Mr. MacLeish discussed the integration of the Library's Russian collections with its general collections and presented in broad outline the problems to be faced in creating an effective service of Russian materials not only in the Library of Congress, but in American libraries generally.

The year's production of talking book records and books in raised characters for the adult blind accounted for 124 works recorded (181 record containers) and 156 works published in Braille (742 volumes). A title list appears in Appendix V. In both forms roughly one-half of the titles selected was fiction. The approximate distribution was 13,906 containers of talking book records and 56,312 volumes in Braille.

A major editorial contribution of the Hispanic Foundation was the guide entitled *Latin American Periodicals Currently Received in the Library of Congress and in the Library of the Department of Agriculture* (250 pages, No. 8 in the Library's Latin American Series), which came from the press in March 1945. This annotated bibliography was compiled and edited by Charmion Shelby with the cooperation of a number of collaborators in and outside the Library. It was distributed widely in Latin America and also to libraries, colleges, and certain individuals in this country. The favorable reception abroad and at home has encouraged the Foundation to consider the advisability of proposing another edition which would list medical journals, now excluded. This

would be a further step in the direction of having a union catalog of Latin American periodicals received by Government agencies in Washington.

Another in the Latin American Series, *Bibliografías Cubanas*, compiled by Fermín Peraza in the summer of 1944, was published shortly after the close of the fiscal year. Dr. Peraza, Director of the Municipal Library of Havana, Cuba, came to Washington under the travel grant program of the Department of State, and assisted the Library as Consultant in Cuban Bibliography during the preparation of this work. A new project undertaken by the Hispanic Foundation was the compilation of bibliographical material for use in *Inter-American Affairs*, 1943 annual survey No. 3, edited by Arthur P. Whitaker and published by the Columbia University Press. Selected lists of references were sent to the editors of the several sections for use in the 1944 volume, and a file of references is being currently maintained of materials for 1945.

Services of the Hispanic Foundation to institutions and individuals in South America have been extended through the preparation of numerous bibliographical lists. Typical of these are Selected bibliographies of the late Justices Louis D. Brandeis, and Oliver Wendell Holmes, for the Instituto de Intercambio Cultural Argentino-Norteamericano, Córdoba, Argentina, list of works in the Library of Congress on the state of San Luis Potosí, Mexico, for the Librarian of the University of San Luis Potosí, and bibliographical material on Fernández de Oviedo, for Sr. Antonello Gerbi, Lima, Peru. Other lists responsive to various requests include a bibliography on the Negro in Colombia, and Central America, bibliography of materials, with Library of Congress holdings, on nineteenth century Chile, a list of 66 basic books on Latin America, chiefly of recent date, critical bibliography on the history of democratic

governments in South America suitable for high school students, and bibliographies on Spanish military history. The descriptive pamphlet on the Hispanic Foundation, first issued in 1939 in English, Spanish and Portuguese was revised and will be published in the three languages.

The Library's decision to accept responsibility for the preparation of the *Handbook of Latin American Studies* as one of its major bibliographical projects in the international field will have beneficial repercussions in the day-to-day work of the Hispanic Foundation and other units of the Library active in the Latin American field. The negotiations leading to the decision involved the American Council of Learned Societies, the National Research Council, the Social Science Research Council, and the Interdepartmental Committee on Cultural and Scientific Cooperation of the Department of State. In response to the expressed hope of the three councils that the Library of Congress would find it possible to undertake the task of compiling and editing the *Handbook*, the Library proposed inclusion of the project in the Interdepartmental Committee program for 1946 and 1947, with the understanding that the Library would eventually seek funds from Congress as a part of its regular appropriations. This proposal was approved by the Interdepartmental Committee for fiscal year 1946, consequently, the Library will include this item in its estimates for fiscal year 1947. The future editor of the *Handbook*, and his associates, as an integral part of the Library staff, closely related to the Hispanic Foundation, may well contribute, together with other Hispanic units, to a more adequate systematization of the acquisition of current printed material and to a more effective use of the Hispanic collections for purposes of reference and research.

The project for the compilation of a series of guides to the publications of the Latin American governments was under-

taken in the fiscal year 1941 as part of the Library's program for cooperation with the other American Republics. Shortly after the close of the fiscal year the guides for Argentina, Cuba and Bolivia were published, under the general editorship of James B. Childs, and the guide for Paraguay has been prepared for the press. The first volume in a new series of guides to the law and legal literature of the Latin American Republics, prepared by the Law Library, appeared late in 1944. It is *Guide to the Law and Legal Literature of Cuba, the Dominican Republic and Haiti*, by Crawford M. Bishop and Anyda Marchant. It was followed by *Guide to the Law and Legal Literature of Mexico*, by John T. Vance and Helen L. Clagett.

Requests from the Department of State for compilations of varying scope in connection with the program of Latin American cooperation were answered in the General Reference and Bibliography Division. Lists on aeronautical, architectural, chemical, civil, electrical, industrial, mechanical, mining and metallurgical engineering, and on mathematics and physics were prepared for professional groups in South America. Other lists for the Department included college and university programs in wartime, postwar planning in higher education, and library trends in the United States. At the request of the Department, the Division selected about 5,000 titles of works published in the United States for consideration by the Books for Latin American Project of the International Relations Office of the American Library Association.

A bibliography of publications on Brazilian art for the year 1942, by Robert C. Smith, former Keeper of the Archive of Hispanic Culture, and one on Spanish American art during 1941 by Robert C. Smith and Elizabeth Wilder, were published in the *Handbook of Latin American Studies*, No. 8 (Harvard University press, Cambridge, Mass., 1945). Dr. Smith

also prepared a bibliography of writing on Brazilian art to appear in the *Handbook of Latin American Studies*, No 9, covering 1943 publications. As part of the work of the Archive under the grant from the Rockefeller Foundation, the texts of two teaching sets on Latin America were completed and illustrations were selected and assembled. Of the first set, on the colonial art of Mexico, prepared by Dr. Smith, and consisting of a printed text with 43 slides and identical mounted photographs, 10 copies have been prepared for loan to educational institutions. The second set, *Portraits from Mexico* including 57 illustrations, compiled by Miss Wilder, deals with portrait painting in Mexico from the Aztecs to Diego Rivera.

A revised and enlarged edition of Oscar George Theodore Sonneck's *A Bibliography of Early Secular American Music (18th Century)* was prepared by William Treat Upton, formerly on the faculty of Oberlin College, and author of numerous writings on musical history. Publication of this work, originally issued in 1905 and now considerably augmented, was made possible by a grant from the Sonneck Memorial Fund in the Music Division. It is an important source book for the study of the history of American secular music up to 1800 and reveals the amazing extent of musical practice in that period. The late Oscar Sonneck, who was Chief of the Music Division from 1902 to 1917, was the first truly venturesome scholar in this field. The Upton revision contains many titles which were unknown in 1905. Another publication in the field of music is Hazel Bartlett's *Catalogue of Early Books on Music (before 1800) Supplement (Books Acquired by the Library, 1913-42), with a List of Books on Music in Chinese and Japanese*. This publication confirms the eminence of the Library of Congress in the field of early music literature and its use among scholars, bibliographers, and librarians should be widespread. The older catalog of 1913

and the supplement form the best record in print of books on music published prior to the nineteenth century. The Oriental section of the supplement has been off-printed under the title *Books on East Asiatic Music in the Library of Congress (Printed before 1800)* for special distribution by the Division of Orientalia.

Notwithstanding wartime obstacles to the manufacturing of phonograph records, five more albums in the series Folk Music of the United States were completed. They became available for purchase early in the present fiscal year. These albums, Nos 7-11, bear the titles *Anglo-American Ballads*, *Negro Work Songs and Calls*, *Play and Dance Songs and Tunes*, *Negro Religious Songs and Services*, and *Sacred Harp Singing*. The first four were edited by Benjamin A. Botkin and the last by George Pullen Jackson. The Archive published *Catalog No 2* listing in detail the contents of the albums, and Nos 31-55 of *Folk Music of the United States Issued from the Collections of the Archive of American Folk Song*. The Archive has now made available to the public 57 phonograph records of representative examples of the various types of folk songs in its collection.

The Archive also completed, in final manufactured form, five 16-inch radio transcriptions for broadcasting purposes in the other American Republics. With commentary in Spanish or Portuguese these records present five different types of American folk songs for the enjoyment of the peoples of the Latin American countries. They are being distributed to the radio stations in these countries through the cooperation of the Department of State and the Office of Inter-American Affairs.

Publication projects undertaken by the Rare Books Division include facsimile editions of two of the more significant illustrated French books in the Lessing J. Rosenwald Collection, namely the *Dance of Death* of 1490 printed at Paris by Guyot



Marchand, and Olivier de La Marche's *Le Chevalier Délibéré* which came from Marchand's press in 1488. Most of the photographic work required for the production of the plates was done in the Library's Photoduplication Laboratory under the direction of John P. Earner, through whose painstaking efforts the final proofs were completed. The *Dance of Death*, which appeared following the close of the fiscal year, has surpassed a natural expectation that it would be as handsome a publication as either the Government Printing Office or the Library of Congress had ever produced. *Le Chevalier Délibéré* will appear during the current year.

Bibliographic work in aeronautics has continued with the compilation on cards of the *Aeronautical Index* in the Division of Aeronautics, where, also, a number of special lists on particular aspects have been compiled. Examples are aerial mapping and surveying, air conditioning of aircraft, air traffic control, jet propulsion, airports, aviation medicine, airplane stress analysis, aircraft icing, and international air transportation. The Division published in mimeographed form *Aeronautics in Alaska, a list of references*, compiled by Arthur G. Renstrom, to answer repeated applications for sources on the subject.

At a moment of heightened interest in the war in the Pacific a bibliography prepared in our Netherlands Studies Unit, *Netherlands East Indies*, came from the press. The work of several compilers, it was completed and edited for publication by Elly van Aalten, Director of the Unit. It records and locates copies of books published after 1930 and periodical articles which appeared after 1932. Many commendations have come from recipients of the publication in the Netherlands. Work on the supplement covering the earlier period is in progress. The Netherlands Studies Unit, in addition to its services to Federal officers and other in-

quirers in Washington, has, since the fall of Germany, served numerous persons and institutions in the Netherlands by compiling lists on diverse topics.

In the Division of Orientalia work on the *Catalog of Rare Books in the Chinese Section of the Library of Congress* has been completed. Transcription of the entries is in progress and the *Catalog* will be published by a photographic process during the year, with funds received for the purpose from the Rockefeller Foundation. The Division has continued its very active bibliographic work for the Government through the preparation of many lists relating to its collections of Chinese and Japanese materials.

In other areas there have been bibliographic undertakings which merit particular mention. The Indic Section of the Division of Orientalia completed a list of books published in the United States since January 1, 1939 on India, Tibet, Ceylon, Iran, and Burma for the American Library Association project for libraries of the occupied countries of Europe, and edited *A Selective Bibliography on Southeast Asia*, by Robert Heine-Geldern, a project which was begun in 1941. The *Bibliography*, to be published by the American Council of Learned Societies, went to press after the end of the fiscal year. Other projects completed by the Indic Section were: An extensive bibliography on the Bhagavadgītā, a selected list of references on education in Burma and India, and a bibliography of the chief references on Burma, Thailand, Indochina, Malaya, and the Netherlands East Indies.

At the request of M. Epstein, Editor of the *Statesman's Year-Book*, the Library contributed bibliographies of the United States, the individual states, and the territories for publication in the 1945 edition of the *Year-Book*. The out-dated bibliographies which had appeared in the preceding issues were completely revised by Frances Cheney who added many recent

and hitherto unlisted sources. This opportunity to contribute its bibliographical services to a reference work of world-wide usefulness was welcomed by the Library and the generous response of the Editor, both in correspondence and in the *Year-Book* itself have been most gratifying. The acknowledgment in the Preface to the 1945 edition reads:

While every section in this 82nd issue has been revised as far as official returns have permitted, special attention has been devoted to the bibliographies, and in particular to those referring to the United States as a whole as well as to the individual Federal States and the outlying Territories of the U. S. This latter task has been made possible by the whole-hearted cooperation of the Bibliography Department of the Library of Congress in Washington. To the staff of that Department, as well as to all the friends of the *Year-Book* throughout the world, who, as in the past, have been generous with their help, the Editor desires to express his warmest thanks.

At the request of the Joint Committee of In-Service Training for Lawyers composed of representatives of 15 of the Government agencies, Francis X. Dwyer, Assistant Law Librarian, furnished the basic manuscript for a *Brief Guide to Federal Legal Bibliography* devoted "to presenting in outline form the everyday Federal source materials which are likely to be used as references in the day-to-day practice in Government offices." The finished bibliography was published in collaboration with Gunhild I. Ness, Attorney, Bureau of Reclamation, Department of the Interior, and Frederick K. Beutel, Assistant Solicitor, Department of the Interior, as an article in *The Federal Bar Journal*. Later reprints were published with an index and table of contents. These reprints have been purchased by Government departments and agencies for their legal staffs. These include, among others, the Departments of State, Treasury, Interior, Agriculture, Justice, and the National Labor Relations Board, National Housing Agency, War Relocation Authority, Office of Price

Administration, Office of Scientific Research and Development, and Solid Fuels Administration for War. Also, many copies have been purchased by private law firms. The first printing has already been exhausted.

During the past year the section of the *Law Library Journal* entitled "Current Legal Publications" has been prepared by Mr. Dwyer, in collaboration with Anyda Marchant, Head of the American Law Section. And during the same period the section of *The Federal Bar Journal* entitled "Review of Current Legal Periodicals" has been prepared by Helen L. Clagett, Head of the Latin American Law Section, in collaboration with Anyda Marchant, Head of the American Law Section, and Carolyn Just, of the Department of Justice.

The Serials Division has recorded newly acquired and newly bound files and issues of newspapers in the *Check List of American Newspapers in the Library of Congress, 1801—date*, and current issues have also been added to the annotated copies of the *Check List of American Eighteenth Century Newspapers* and the *Check List of Foreign Newspapers*. The annual edition of *Newspapers Currently Received* was prepared and mimeographed.

Of other undertakings in progress during the year the Thomas Jefferson Library Catalog Project, under Millicent Sowerby, finished work on the first volume and has made substantial progress on volume 2. It will not be published until all parts have been completed. Progress on *Russia: A Check List Preliminary to a Basic Bibliography of Materials in the Russian Language* is noted elsewhere in this Report. The Acquisitions Department's *Monthly Checklist of State Publications* appeared through the issue for February 1945. *The Select List of Unlocated Research Books, No. 9, May 1945* was issued by the Union Catalog Division and distributed to libraries for checking against their holdings, as was the *Check List of*

*Certain Periodicals* recording the results of the survey, begun in 1942, of the holdings by libraries in the United States and Canada of scientific and technical periodicals published in the Axis and Axis-occupied countries of Europe and Asia. The *Check List*, prepared for publication by Maud Storey, was published by photo-offset and two copies were sent to each of 125 libraries. An alphabetical index to microfilm copies of documentary photographs was issued by the Photograph Section as *Index to Microfilm Series, A lots 1-1737*. The material indexed includes the Farm Security Administration and Office of War Information photographic survey of the United States under the direction of Roy E. Stryker. Sigmund Skard's *Report on the Scandinavian Collection*, completed during the preceding year, was mimeographed, and a *Supplement to Chemical Warfare A Check List*, by Charles H. Wentz, was issued following the liquidation of the Civilian Defense Collection.

An exhaustive survey of the whole field of French publishing from the German invasion of 1940 to 1945 was undertaken by Alexis St-Léger Léger, the Consultant in French Literature. Work completed, in manuscript, covers the years 1940, 1941 and part of 1942, and comprises a basic selection of about 1,000 volumes for each year. To the Council of Foreign Relations, the Consultant in Slavic History, Sergius Yakobson, contributed material for the Russian section of *Foreign Affairs Bibliography* 1932-42. Extended research on the history of Jefferson's *Notes on Virginia*, by Alice Lerch, has been completed, and the results are being embodied in a narrative account of the book. The Chairman of the Committee on Publications of the Bibliographical Society of America has expressed his willingness to give consideration to the publication of Miss Lerch's study as a monograph of the Society. The work is regarded as an important contribution to Jeffersoniana.

The annual addresses of Thomas Mann, the distinguished author and Fellow of the Library of Congress in Germanic Literature, are notable occasions in Washington. His address of October 13, 1943 has been published in a pamphlet *The War and the Future Germany and the Germans* delivered at the Library on May 29, 1945, will be published under that title during the current year.

Announcements of exhibits, important acquisitions, concerts and other matters of public interest have been issued in press releases totaling 71 for the year. The *Information Bulletin*, which suspended publication for a time after October 1944, has been revised and simplified. It is now appearing weekly.

In the field of technical publications the Subject Cataloging Division issued reprints of three volumes of the Library of Congress classification—*Class B, Part 1 B-BJ Philosophy*, *Class H Social Sciences*, and *Class J Political Science*, and published *L C Classification—Additions and Changes Nos. 54-57 (April-June 1944, January-March 1945)* and *Notes and Decisions on the Application of the Dewey Decimal Classification Second Series Nos. 9-12 (July 1944-April 1945)*. After many years of experimentation with and expansion of existing schemes the Division of Orientalia completed and published in what is regarded as its final form its *Classification Scheme for Chinese Books*.

Another important addition to the technical publications of the Library is the *Filing Manual*, issued in loose-leaf form by the Processing Department. Extensive preliminary work on this manual was done by James K. Boyland, and by many members of the staff working as small committees on each of the filing rules. The final text was edited by the late Linn R. Blanchard under the direction of John W. Cronin.

Publication in a preliminary edition of the *Manual for Bibliographers in the Library of Congress* by Mortimer Taube and Helen

F Conover, anticipated in the *Report* for 1944, marked the first attempt to establish and publish rules of bibliographical practice for general application in the Library. The *Manual* was distributed to certain members of the staff and to a number of librarians throughout the country for study and criticism. From suggestions advanced by various persons and from our own experience with the *Manual* during the past year, data have been noted for inclusion in a revised edition toward which some work already has been done. That requests for copies of the preliminary

edition have far exceeded the supply is evidence of librarians' interest in an undertaking which is, so far as we know, the first in its field.

For the editor of the *Braille Book Review* the Service for the Blind prepared a list of books on agriculture and related subjects and a list of nonfiction publications considered important according to the frequency of requests from readers, and in response to requests from sightless students compiled 85 typed union lists of extant braille books in specified subjects.

## Chapter V

# General Administration

THE administrative procedures, by which the activities described in the preceding chapters were executed, have been, for the most part, those established during the reorganization of the Library which began in 1939 and culminated with the reorganization of the Reference Department in March 1944. It has not seemed necessary to depart from the essential pattern as then established. As a consequence, the changes to be recorded here are not numerous, and may be regarded as refinements rather than as innovations.

Institutional policies have continued to be developed democratically in the Librarian's Conference which meets on Monday, Wednesday, and Friday of each week, sometimes for one hour, frequently for two. Its regular members include, in addition to the five department directors (Mr Clapp, Mr Henkle, Dr James, Mr Mearns, Mr Warner), and myself, Mr Rogers, the Executive Assistant, Mr Bradley, the Director of the Motion Picture Project, Dr Griffith, the Director of the Legislative Reference Service, and Dr Wagman, Acting Director of Personnel. Other officers of the Library are invited to participate, on a rotation basis, for a period of three months, and various members of the staff attend when questions of concern to them are under discussion. The decisions of the Conference are recorded in minutes which are circulated to the members. Many important statements of Library policy and procedure find their way into General Orders and other regulations and announcements.

The *Annual Report* for 1944 described the manner in which the new Acquisitions

Department had been improvised with the result that it was seriously undermanned in certain administrative positions. During the past year the situation has been remedied to a large extent, and the Department now enjoys almost its full complement of administrative officers. The position of Selection Officer, created on March 7, 1944 and announced in the 1944 *Report*, was conjoined with that of Editor of the *Quarterly Journal of Current Acquisitions* in December 1944. The appointment of an Assistant Selection Officer in July 1944, enabled the Library to have for the first time an adequate staff continuously devoted to the regular and systematic culling of the great mass of material which come to it from all sources.

The Processing Department has had for the first time, a full-time Assistant Director to aid in the general administration of the Department. By delegating to him the major responsibility for general operations, including special attention to problems of production, the Director has been able to devote his principal attention to matters of policy. Technical problems remain the responsibility of the Technical Assistant to the Director, who acts also as secretary of the Processing Committee.

In the Descriptive Cataloging Division the Cooperative Cataloging Section was dissolved on July 1, 1944, when its functions were distributed throughout the Division. The acting head of the Cooperative Cataloging Section became administrative assistant for cooperative cataloging and was attached to the office of the Chief of the Division.

A second change in the Descriptive Cataloging Division was the establish-

ment on October 19, 1944 of the Slavic Cataloging Project as a new section, with complete responsibility for the descriptive cataloging of Slavic materials. Specialists previously assigned to such work in the Foreign Language Section were added to the staff of the Project.

In May 1945 the responsibility for maintaining the Process File was transferred from the Filing Section of the Card Division to the Process Information Section of the Department Office. This change was effected with a view to the potential usefulness of the Process File in controlling the flow of materials throughout the Processing Department.

The period under review is the first fiscal year since the reorganization of the Reference Department on March 25, 1944. Throughout the Department efforts have been made to achieve the aim of reorganization: "The increased usefulness of the Library to its readers," and some real progress has been made in that direction.

In the Stack and Reader Division, a Current Deck Inventory was organized for the purpose of a more complete control of materials withdrawn from the stacks for less than 24 hours. Records now kept in the Inventory and the Central Charge File are intended to locate all books not on the shelves. In addition, a Special Search Unit was created to secure for readers volumes listed in the Central Charge File and those for which no record is found.

The Loan Division, which administers all loans for use outside the Library, established an Issue Section, a Control Section, and a Liaison Section for the more effective performance of its work. The Issue Section controls and records the loan of books to local borrowers and to libraries outside of Washington, the Control Section reviews the condition of borrowers' accounts and requests the return of books overdue, and the Liaison Section maintains book rooms in the House and Senate Office Buildings and a station in the

Capitol for the convenience of Members of Congress.

The staff of the General Reference and Bibliography Division has been strengthened through the establishment of the position of an Assistant Chief responsible for bibliography, reference correspondence, and special projects.

An important administrative development, which took place after the close of the fiscal year, was the realignment of the Legislative Reference Service on July 1, 1945. In order to carry out the enlarged functions made possible by an increased appropriation for fiscal 1946, the following steps were taken. The General Inquiry Section and the Economics Section were abolished. Two new units were established—the Advanced Research Section and the General Research Section. To the Advanced Research Section was assigned responsibility for the most important non-legal basic data studies which the Service undertakes for Committees and Members of Congress. The Director of the Service serves as its head. To the General Research Section was assigned responsibility for the major portion of research not represented by subject analysts in the Advanced Research Section. The Assistant Director of the Service acts as head of this Section and is assisted by a Research Counsel (responsible for the scholarly quality of the work and its conformity to policy), and by an Executive Officer. To the Federal Law Section were assigned additional responsibilities for the preparation of studies involving legal analysis on issues of national policy. The Chief of this Section assumed the additional functions of Legal Analyst. The Information Section continued to discharge its previous functions, but on a more advanced and comprehensive basis to reflect the new levels of usefulness achieved for the Service as a whole. The Congressional Reading Room expanded its work, with special attention given to research

assistance to Members of Congress desiring to use its facilities in person

In the interest of the objectives of the Library of Congress, and particularly in the interest of the persons served by the Copyright Office, plans are now being formulated for the establishment in the Copyright Office of a Cataloging Division for the bibliographical description of all categories of material deposited for copyright. The staff of the Division will be under the administrative direction of the Register of Copyrights. Catalog entries for material added to the collections of the Library will be prepared according to rules and policies in effect in the Processing Department or approved by it for the special purpose, subject only to such modification as the inclusion of all requisite copyright information may involve.

Organizational changes in the Administrative Offices of the Library include the reorganization of the Office of the Secretary of the Library on July 10, 1944 to include the former Mail and Delivery Service. The functions of the Office were assigned to five sections: the Delivery Section, the Routing Section, the Files Section, the Moneys Section, and the Correspondence Section. In February 1945 the National Archives kindly permitted the detail of Richard G. Wood to the Library staff for a period of four months for the purpose of surveying the official records and files of the Library of Congress. The inventory resulting from his work will be published in the near future and will afford a basis for recommendations as to the disposition of numerous groups of such material.

On January 8, 1945, the Information Office was joined with the Publications Office to become one administrative unit.

In order to expedite the mimeographing and collating of Library processed publications and administrative memoranda, a Mimeograph Section was organized in the Supply Office on May 31, 1945.

As a result of discussions between officers of the United States Office of Education and the Library of Congress a cooperative arrangement was developed during the year for the purpose of extending the library resources and services of the Government in the field of education and reducing the possibility of uneconomical duplication of activities. The arrangement provides for the nomination by the Commissioner of Education of subject specialists on his staff as Fellows of the Library of Congress in Education who serve as recommending officers in the acquisition of material. In return, materials acquired by the Library of Congress as a result of these recommendations are made available on long-term loan to the Office of Education, and cooperative arrangements have been made for handling reference inquiries, and for the publication of bibliographies and guides.

At the request of the Joint Committee on Latin American Studies the Library of Congress, with funds supplied by the Interdepartmental Committee on Cultural and Scientific Cooperation of the Department of State, assumed responsibility for the editorial preparation of volume 10 of the *Handbook of Latin American Studies*. Miron Burgin continues to serve, on a half-time basis, as Editor-in-Chief. The Joint Committee continues its interest in the publication in an advisory capacity. Because of the recognized importance of the *Handbook* as an essential reference tool in the field of Latin American studies, the Library intends to request funds as a part of its regular appropriation in order to place the publication on a more stable foundation as one of its regular Hispanic activities.

Because they share many common problems, and because their interests coincide in many phases of activity, it is inevitable that the National Archives and the Library of Congress should need to consult at frequent intervals. During the past year

a virtue has been made of this necessity, and a regular series of meetings has been instituted for discussion of mutual problems between officers of the Archives and their opposites in the Library. These discussions have proved extremely profitable, not only to the two institutions primarily concerned but also, by extension, to the other agencies with whom they deal which are otherwise sometimes confused as to the specific extent of interest and authority exercised by either institution in matters relating to record and library materials. Additional and important results have been gained from these discussions, particularly in areas which for want of them might have been neglected or in which action might have been duplicated. Most significant of these areas is, of course, the field of motion pictures, where both institutions have interests and prerogatives. The joint action being taken is calculated not only to preserve these interests and prerogatives, but to apply them, with complete avoidance of conflict or duplication, wholly in the public interest.

As the national library of the United States the Library of Congress has a responsibility not only to acquire books already printed, but to do all that it can to encourage the writing and publication of books on neglected aspects of American life. A grant of \$100,000 from the Rockefeller Foundation, available for a five-year period beginning on January 1, 1944, has made possible a beginning toward the accomplishment of this objective. The grant is administered by a Committee composed of the principal executive officers of the major research councils: Waldo G. Leland, American Council of Learned Societies (Chairman), Ross G. Harrison, National Research Council, and Donald Young, Social Science Research Council. Within the terms of a policy statement, drawn up by the Librarian of Congress in cooperation with the Administrative Committee, the Committee selects and nomin-

ates to the Librarian creative writers concerned with American subjects of national significance to whom the awards of grants-in-aid are recommended. In the examination of applications and the recommendation of awards the Administrative Committee is assisted by an Advisory Committee, composed of the following distinguished scholars of American history and civilization: Theodore C. Blegen, University of Minnesota; Julian P. Boyd, Princeton University; Merle Curti, University of Wisconsin; Ralph Gabriel, Yale University; Harlow Shapley, Harvard University; Richard H. Shryock, University of Pennsylvania; and Allen Tate, University of the South. The grants are of two kinds: (1) Grants of varying amounts to applicants whose competence and whose proposals recommend them, and (2) grants made on the initiative of the Committees, rather than on the initiative of applicants, to persons whom the Committees consider competent to produce important works in fields in which adequate work has not yet been produced. The names of the recipients of the first grants, awarded in May 1945, and their projects are:

William Charvat, Ohio State University—*The Economics of Authorship in America in the Nineteenth Century*

Harry Hayden Clark, University of Wisconsin—*The Influence of Newtonianism and Darwinism on American Literature from 1775 to 1910*

Chester McArthur Destler, Connecticut College—*A Biography of Henry Demarest Lloyd*

Richard Mercer Dorson, Michigan State College—*Folktales and Legends of the Old Northwest*

James Thomas Flexner, Clintonville, Connecticut—*An Account of American Painting as an Expression of American Civilization*

Robert Douthat Meade, Randolph-Macon Woman's College—*A Biography of Patrick Henry*

Robert Price, Ohio State University—*Johnny Appleseed: The Man and the Myth—a biographical and folklore study of John Chapman*

Benjamin Townley Spencer, Ohio Wesleyan University—*An American Literature, the History of a Phrase—an inquiry into the conceptions of nationality in American literature.*



Sidney Warren, Jacksonville Junior College—  
Beginnings of a Literary Culture in the Pacific  
Northwest

Oscar Osburn Winther, Indiana University—  
Godey's Lady's Book and Magazine: A Study in  
American Social and Cultural History

Progress on the editing and publication of the Library manuals, which were completed on October 1, 1944, has not been as rapid as had been expected. The Manual on the Bibliography and Publications Committee appeared in May 1945 and the Manual on the Photograph Section appeared in July 1945. The full-time detail of Katharine W. Clugston to the final preparation of the texts for publication should enable us to report next year that the undertaking has been completed.

Certain organizational changes were accompanied by new space assignments. The Slavic Cataloging Project was installed in the southeast corner of the third floor of the Annex.

The Card Preparation Section of the Card Division was moved from the southeast corner of the third floor of the Annex to the east side of that floor.

The Serials Section of the Descriptive Cataloging Division was transferred from the second floor, east center, of the Annex to the main area of the Division on the second floor.

The administrative offices of the Acquisitions Department were expanded into the

east center portion of the second floor of the Annex.

The Mimeograph Section of the Supply Office was placed in the northeast attic pavilion of the Main Building.

The administrative quarters of the Division of Books for the Adult Blind were transferred from the third floor, east, of the Annex to the top floor, west front, of the Main Building.

The Personnel Office was completely rearranged in its quarters on the basement floor, west side, of the Main Building, and expanded into additional space in the northwest pavilion, formerly occupied by the Music Division.

Sections of the Music Division on the west side of the basement floor, Main Building, were rearranged to provide more adequate office space for the Assistant Chief of the Division and for the staff engaged in concert activities.

The reading room of the Division of Prints and Photographs was removed from the south curtain to the southwest pavilion on the second floor of the Main Building.

A room on the third floor of the Main Building was assigned to the use of the Fellows of the Library of Congress, and particularly to the Fellows in American Letters. The incumbent of the Chair of Poetry occupies an adjoining room.

## *Annex I*

# The Reorganization of the Library of Congress, 1939-44<sup>3</sup>

ARCHIBALD MACLEISH

THIS paper, being a library paper, should begin with a warning to the cataloger. The author is not Archibald MacLeish, though the by-line says so. The author is the Library of Congress. It would be almost impossible for the most gifted and persistent cataloger on earth, even though a member of the Library's staff (which she certainly would be), to identify the occasional sentences I have borrowed from the reports of my colleagues—Mr. Clapp, or Mr. Mearns, or Dr. Evans, or Mr. Henkle, or Dr. Hanke, or Mr. Rogers, or Mrs. Wright, perhaps, or other members of the Library's staff. The reorganization of the Library of Congress was a labor in common of many men and women, and this account of it is such a labor also. If the general orders and other documents in which the Library's organization was accomplished and expressed were generally in my words, it was not because the work was necessarily mine but rather because, being a writer rather than a librarian, I prefer the sound of my own phrases. If the manuscript of this paper is largely in my handwriting, it is merely because mine were the last hands through which it passed.

I insist on this not out of modesty but out of pride. Of the various changes accomplished in my five-year term, I am proudest of the change which has drawn

into the active administration of the Library of Congress an increasing number of the members of its staff. A department of government is efficiently run when it is run by every man and woman in it, each directing the work he has to do, whether that work is done by many or by one, and that one himself. The Library of Congress has not yet achieved that ideal, but the professional forum, the staff advisory committee, the various operating committees, and the Librarian's Conference have carried it a long way forward. I could ask no greater assurance for the future welfare of the Library than its continuing development of these instruments and others like them.

But if the author of this paper is not what he seems, neither is the paper. It calls itself "The Reorganization of the Library of Congress, 1939-44." The implication is that the new Librarian of Congress, having just heard himself certified by the American Library Association as no librarian, took one look at the world's largest library and proceeded to reconstruct it from the ground up. Nothing of the kind, I need hardly say, happened, I did not set out to reorganize the Library of Congress, any more than I had set out to become its Librarian. The American Library Association was quite right. I knew nothing about library administration as such in 1939. To be entirely frank, I am not sure that I know much more about it today, for I am even more doubtful now than I was then that

<sup>3</sup> Reprinted from *The Library Quarterly*, Vol. XIV, No. 4, October 1944, published by the University of Chicago Press.

the administration of a library differs essentially from the administration of any other organization in which highly developed skills and highly developed personalities are combined in a highly complicated undertaking

What actually happened in 1939 and 1940 and thereafter was merely this that one problem or another would demand action, that to take action it would become necessary to consider the effect of the proposed action on related situations, that related situations had, in turn, their related situations, and that eventually it would prove simpler to change several things than to change one

The reason will be obvious to anyone familiar with the Library as it then was. The Library of Congress in 1939 was not so much an organization in its own right as the lengthened shadow of a man—a man of great force, extraordinary abilities, and a personality which left its fortunate impress upon everything he touched. Only a man of Herbert Putnam's remarkable qualities could have administered an institution of the size of the Library of Congress by direct and personal supervision of all its operations, and only he if his administration were based upon the intimate familiarities of forty years. To succeed Mr. Putnam—if one may speak of succeeding a man who did not have, and never could have had, a successor in the accurate sense of that term—to succeed Mr. Putnam was a good deal like inheriting an enormous house at Stockbridge or Bar Harbor from a wise, well-loved, strong-minded, charming and particular uncle who knew where everything was and how everything worked and what everyone could do but had left no indications in his will.

My first reaction to the Library of Congress—and my last may well be the same—was the conviction that I owed it to my successor to leave him an organization with a momentum of its own

The principal difficulty with the old Library, from my point of view as the unexpected and unexpectant heir, was the fact that the whole fabric depended from the Librarian as the miraculous architecture of the paper wasp hangs from a single anchor. There was the Librarian—myself—in his vaulted office with his messenger outside. There was the chief assistant librarian, the late regretted Martin Roberts, in a room across the hall, his desk piled with order slips and vouchers. There was the office of the secretary of the Library—for neither the Librarian nor the chief assistant librarian had a full-time secretary of his own. And below these two, dependent on them for immediate supervision and direction, were thirty-five different and separate administrative units engaging in activities as various and diverse as the administration of the national copyright laws, the conduct of chamber-music concerts, the procurement of talking books for the adult blind, the cataloging of books, the care of the Library buildings, the provision of reference and research service to the Congress, the publication and sale of cards to other libraries, the purchase of library materials, the service of manuscripts and rare books and prints to readers, the recruiting of personnel, and the provision of learned information in most of the languages of the world to readers everywhere.

The so-called Librarian's Committee (Messrs. Joeckel, Rice, and Osborn) which examined the Library at my request a few months after my appointment described this situation in the chill vocabulary of the science of management by calling it

in all probability the largest and most diffused span of control to be found in any American library. Small wonder that the Library of Congress is often described as a group of libraries within a library. It is in effect a loose federation of principalities, each with strongly developed traditions and with administrative and technical idiosyncrasies. There can be

little doubt that the steady expansion of the number of independent organization units is in large measure responsible for many of the present difficulties in technical operations as well as in administration of the Library. Almost of necessity, each division has made its own decisions as to the technical apparatus of catalogs, shelflists and indexes it has devised and as to its relations to the processing operations of the rest of the Library. It is not surprising that a considered program for the institution as a whole has not been developed.

At the beginning, needless to say, there was no question in my mind of "a considered program for the institution as a whole." There was merely the question of survival. Every personnel action, every voucher, every book order, and much of the Library's correspondence, except for the most routine communications, required in theory the Librarian's signature. Since I have a constitutional disinclination to signing documents I do not know to be right, and since the Librarian in his painted vault had no possible means of knowing whether the greater part of the papers he was expected to sign were correct or not, the situation was difficult—not to say downright impossible. Knowledge was separated from responsibility, and responsibility from knowledge. Signatures which should have been substantial authentications had become mere formalities. Because the fiscal officers of the Library, like the Library's great disbursing officer, the late Wade H. Rabbitt, were men of conscience, industry, and skill, the Library's accounts were in good shape, but the officer who so declared them over his signature had no means of knowing that they were without turning himself into a chief clerk or accountant.

The practice would have been unsatisfactory anywhere. In the Library of Congress it was entirely unacceptable. The Library's fiscal operations are complicated, diverse, and difficult to control at best. It not only accounts for ap-

propriations which amounted in 1939 to \$3,107,707 and which have now reached \$4,326,930. It disposed as well of \$350,000, this last year, from nongovernmental sources, \$75,000 of which came from its own investments. It operates two businesses which gross better than \$300,000 each per annum—the Copyright Office and the sale of catalog cards. And it administers two revolving funds in its photoduplication service and its recording laboratory which supports annual sales of about \$75,000 and \$18,000, respectively. Some indication of the complexity of the Library's fiscal operations and procedures is provided by the fact that a staff of five highly competent investigators from the general accounting office, who began a survey of these operations at my request in the fall of 1939, were unable to file their final report until April 1942. Some indication of the character of those operations at the time is given by a preliminary report of a representative of the division of administrative management of the Bureau of the Budget, who stated in a "Memorandum on Fiscal Administration in the Library of Congress" that "in view of the present inadequacy of the fiscal facilities of the Library and a lack of co-ordination of its several fiscal activities, a complete reorganization appears to be necessary."

What was true of fiscal operations was true of other operations of the Library. With the exception of the administration of buildings and grounds, which was centered in a superintendent, most of the Library's administrative operations were performed not in one office but in two or three. Even the vital administration of personnel matters was thus divided. Certain personnel functions were performed in a section of the chief clerk's office. Others were performed in the office of the superintendent of buildings and grounds. The consequence was that the Library lacked the administrative

supervision and staff to develop a considered personnel policy. It had no grievance procedure, no announced policies covering promotions and the posting of vacancies, no announced policy with reference to Library unions or staff relations, and no such systematic re-examination of Library classifications as is necessary to the maintenance of salary levels under the classification system.

It was in large part, therefore, the effort of a single Librarian and chief assistant librarian to deal with masses of forms, vouchers, pay rolls, and the like which led to a study of the possibilities of reorganization. But there were other and more substantial reasons as well. After my appointment was confirmed by the Senate but before I took office, I was earnestly approached by a number of librarians of university and other libraries who begged me to "do something" about the delay in the delivery of Library of Congress cards to purchasers. I was therefore aware, before I came to Washington, that something was wrong at some point in our cataloging and card-selling operations, and I appointed, shortly after I took office, a co-ordinating committee on processing to look into the whole operation and report to me. The committee was made up of the chief cataloger, the chiefs of the accessions, card, and classification divisions, the director of the union catalog, the chief of the co-operative cataloging service, and the chief assistant librarian. All the various complaints, criticisms, and charges which had reached me from librarians and others in various parts of the country were sent along to the committee for consideration—complaints that the output per cataloger was down by one-half since the beginning of the century, charges that filing into the public catalog was months in arrears, criticisms that the catalogers were untrained, etc. The committee wisely called in the doctors and the specialists. It heard Miss Mann,

Professor Harriet MacPherson, Mr Metcalf, Mr Gjelsness, Mr Trotter, and Mr Wright. And, when it reported on December 9, 1939, it announced findings which suggested that something had to be done and done promptly. There was, said the committee, an unprocessed arrearage in the Library of 1,670,161 volumes—that is to say, better than a million and a half of the six million volumes and pamphlets (exclusive of maps, music, manuscripts, prints, etc.) estimated to be held by the Library of Congress at that time were not represented in the public catalog. And, what was worse, the arrearage was piling up at the rate of thirty thousand books and pamphlets a year.

A similar, though less spectacular, report was made to me at about the same time on the subject of acquisitions. I had been struck, as anyone, I think, would have been, by the piles of book order cards which provided the perennial back stop on Martin Roberts' desk. I had been impressed also by the complaints of that devoted and insatiable book purchaser, the late law librarian, John Vance. Mr Vance had told me, with courtesy but firmness, that he was continually losing books he wanted to buy because the purchase forms backed up in the chief assistant librarian's office. When I questioned the chief assistant librarian, he admitted the charge but contended that it was necessary for him to examine every title proposed for purchase, whether he knew anything about the book or not—somebody had to do it.

Since Martin Roberts worked twelve to fourteen hours a day in any case and since he would have had to work eighteen or twenty to pass on all book orders, it seemed to me clear that something was wrong with the administration of the purchasing system and perhaps with the system itself. I therefore asked all chiefs of divisions and consultants (issuing my first general order

for the purpose) to tell me what steps they habitually took to inform themselves of the books the Library should have and of the books it could secure. Their replies made it obvious that the Library had no considered acquisitions program but depended rather on the activity of sellers in offering materials than on its own activity as a buyer in deciding what materials it needed and seeking them out. I therefore appointed a committee of those members of the Library's staff principally concerned with purchases and asked them to consider what the existing situation was, what acquisitions policy the Library should adopt, and how such a policy should be administered. This committee, called the "committee on acquisitions policy," listened to specialists and experts from outside the Library, such as Dr. Leland, Dr. Raney, Dr. Zook, Dr. Adams, Dr. Swingle, Dr. Blachly, Mr. Metcalf, and others, and duly made its report. Of its recommendations on acquisitions policy I shall speak below. What is immediately relevant here is the indication given by its report that reorganization might be necessary in the acquisitions procedures as well as in the processing procedures and the administrative practices. The committee informed me that, of forty important subjects listed for study,

twelve receive relatively adequate attention from heads and other members of divisions, consultants, librarians, and other agents, thirteen of the forty subjects are partially and inadequately provided for, and in fifteen, or over one-third of the forty subjects, no general provision is made for the initiation of orders. Thus it appears that general philosophy, American and United States history, the social sciences and law generally, music, fine arts, oriental languages and literature, medical disciplines come in the first group, religions, classical archaeology, geology, classical and modern European languages and literature, the mathematical and physical sciences and agriculture fall in the second group, while general history, special national histories, modern fields of anthropology, the whole subject of education, the earth and biological sciences, medical arts and specialties (provided

for, indeed, in the Army Medical Library) and technology come under the group for which there is no regular and adequate provision as to recommendations.

A closely related—an inevitably related—situation was found to exist in the reference work of the Library—in both the reference work for Congress and the reference work for the Government as a whole and for the general public. The legislative reference service was inadequately staffed to perform the duties the Library owed Congress, and the general reference staff was inadequate to the demands made upon it. A certain number of special divisions with subject specialists, some of them of the first competence, had been created, but they had been created rather as opportunity offered than as the service demanded. General reference inquiries in fields in which special divisions had not been established were referred to the reading rooms staff, and the reading room staff, though an able staff and certainly one of the most obliging in the world, was not a faculty of scholars nor could it offer first-rate scholarly guidance in all the fields not covered elsewhere.

Moreover, the combination of reference functions, book-service functions, and custodial functions in the same man or group of men was neither efficient nor, however it may have looked on the surface, economical. Every assistant wanted to be a reference man or, in any case, a desk man in the public service, and the custodial responsibilities languished. There had been a count of materials "by estimate only" in 1898 and a "new count of printed books and manuscripts" in 1902. Thereafter there had been a single inventory of the classified collections which began in 1928 (June) and ended in 1934 (May), showing 170,692 volumes missing from their places. (Of these, materials represented by 91,359 entries had been found by 1941, and by spring, 1944,

materials represented by an additional 24,990 entries had been located, reducing the entries for missing books to 54,343.) No officer of the Library in a position to make his voice heard was charged with primary custodial responsibilities, the various special divisions had their own, often conflicting, procedures for book care and binding, and a tremendous rearrange of some 373,721 volumes requiring binding and unfit to be used until they could be bound had accumulated.

It was the attempt to deal with these various factual situations rather than an a priori decision to reorganize the Library of Congress which led to the changes of 1939-44. And the changes, in consequence, were not blueprint changes conceived in advance but administrative adaptations. The first step was obviously to secure the funds necessary for an attack upon the most urgent problems. The subcommittee on the legislative bill of the House committee on appropriations has generously agreed to let me file supplemental estimates three months after the date when estimates are properly due, and I was thus given a brief period to study the Library's situation and to submit a statement of its most pressing needs as I then saw them.

It is hardly necessary to say that the document in which this statement was presented was something less than a complete account of the requirements of the Library of Congress. It did, however, attack the principal problems as they then appeared—the failure of the processing operations to keep up with acquisitions, the lack of subject specialists in numerous fields of legislative and general reference, the inadequacy of funds for book purchase, the shockingly low Library salaries, the lack of administrative officers and administrative controls, etc. Special emphasis was put on the alarming situation in the processing operations where eighty-two additional positions were

requested, on the need for first-class reference assistants in the legislative reference service, where ten additional positions of this character plus some twenty other positions were estimated as necessary, on the lack of subject specialists to cover the “orphan” fields of acquisitions and reference work, where the Library had no present coverage and where eleven places were wanted, on the appropriation for book purchase, where an additional \$275,000 was requested, and on Library salaries, where \$108,720 was requested for within-grade promotions while awaiting reclassification. Altogether, an increase of the appropriation from \$3,107,707 to \$4,189,228 was asked.

The subcommittee considered these estimates with the care and understanding it has demonstrated throughout the five years in which I have been privileged to deal with it. And these words, I may add, are not put here as a formality or a mere politeness. They come from the heart. The subcommittee as I have known it under the Honorable Emmet O'Neal of Kentucky and the Honorable Louis Rabaut of Michigan has demonstrated again and again its devotion to the Library of Congress and the things for which the Library stands. It has not always given us the things we wanted most, and it has never given us everything we wanted, but its decisions have been just, and its care for the present and for the future of the great Library for which its appropriations provide has been as evident as its judgment and good sense.

The results of my first appearance before the committee were as mixed as they have been since. After a careful two-day hearing the committee recommended, and the Congress allowed, a total increase of \$367,591 in the appropriation for the Library. Fifty new positions in the processing divisions, together with the position of co-ordinator of these divisions, were allowed. A \$30,000 addition was made

to the book purchase fund, and various other increases were voted, but the reference specialists in the general and the legislative reference services were not allowed, nor the position of assistant librarian in charge of acquisitions and the scholarly services. For increases in Library salaries we were instructed to request reclassification by the Civil Service Commission.

The most important gain was, of course, the fifty new positions in the processing divisions and the new position of coordinator. It was essential that the best use be made of these positions, and though I was, and am, grateful for the work of the Library's co-ordinating committee on processing, I felt it desirable to have a completely objective and disinterested study made by highly competent members of the profession not connected with the Library's staff. Funds were made available by the late Frederick Keppel, president of the Carnegie Corporation of New York, whose warm and imaginative support of the Library during his lifetime was a continuing source of strength and confidence to me, as to so many others who remember him with gratitude and affection. And on April 10, 1940, a committee, which came to be known as the "Librarian's Committee," was set up. Its chairman was Prof. (now Dean) Carleton B. Joeckel, of the University of Chicago Graduate Library School, and the members, in addition to the chairman, were Mr. Paul North Rice, of the New York Public Library, and Dr. Andrew D. Osborn, of the Harvard College Library.

The report of this committee is undoubtedly one of the most important documents in the history of the Library of Congress. Submitted, because of its character, as a confidential paper, it has been regarded as confidential ever since.

The committee's principal recommendations were naturally devoted to the reorganization of the Library's processing

operations, but it did not confine itself to that field. It also proposed, following the earlier *Statement of the Librarian of Congress in Support of the Supplemental Estimates*, that book selection and reference services be combined under an assistant librarian, and it endorsed the proposal of the Library's committee on acquisitions policy that a systematic book budget be set up with quotas and allotments to the various subject areas—though it did not take up the difficult policy question of *which* subject areas and *what* quotas. On this point the committee contented itself with the suggestion—often made outside Washington but rarely in it<sup>1</sup>—that the co-ordination of the activities of the two hundred and fifty Federal libraries might produce substantial savings.

As regards processing, the committee's proposal was that an "acquisition and preparation" department be set up under an assistant librarian to combine accessioning, cataloging, classification, card sales, and the union catalog.

The accessions division was planned as the purchasing and receiving agency for all books, pamphlets, serials, and other materials acquired by the Library, except copyright material and current newspapers. Its suggested units were order section, gift section, serial record section, and a duplicate and exchange section.

The catalog and classification division, in the proposed plan, was to be a merger

<sup>1</sup> Two notable exceptions are the Army Medical Library and the library of the Department of Agriculture, with both of which the Library of Congress has worked out co-operative and collaborative procedures of great and increasing value. Colonel Jones and Mr. Shaw, having great libraries of their own, realize that the last thing a library of the size of the Library of Congress wants to do is to "take over" anything—it has troubles enough as it is. They are therefore free of the fear of being engulfed which effectively keeps many of the other Federal libraries from even entertaining the notion of collaboration with the Library of Congress.



of the separate catalog and classification divisions. The new division would take over the functions of descriptive cataloging, assignment of subject headings, classification, labeling, and mechanical preparation of material for the shelves. On the basis of function the following sections were recommended: descriptive cataloging, subject heading and classification, and processing. The latter section was to include the clerical and subprofessional activities of the new division—temporary cataloging, shelving, card preparation, etc. In certain instances the functional principle was to be carried over into the organization of subsections, including a searching subsection in the processing section and a co-operative cataloging subsection in the descriptive cataloging section.

The card division was to be continued, with the general function of supplying printed cards to other libraries, its work to be confined to its primary function as a sales and distributing agency. It was not to attempt to serve as a supplementary cataloging division or as a book-selection agency. The proposed reorganization of the card division called for five sections: administration, accounting, searching, card drawing, and stock.

Finally, because the technical operations of the union catalog resembled those of the catalog and classification division, it was recommended that the union catalog be incorporated in the acquisitions and preparation department.

These specific recommendations were combined with a number of comments on existing operations which should be briefly mentioned. The committee was impressed by the difficulties of administration in the processing divisions. The great complexity of the Library machine had prevented effective control of technical operations and had permitted great variations in the quantity, quality, and uniformity of work done in the various

divisions and sections. It had been impossible to maintain qualitative standards of performance because of the enormous increase in accessions. The quality of administration had also declined to such a degree that administrators had been unable or unwilling to find solutions for the resulting difficulties. More responsible administration, more careful planning of the work program, and more systematic methods of informing and instructing the staff regarding their duties and assignments were needed. The committee recommended the preparation of a manual showing the general framework of Library organization, together with a series of divisional and sectional manuals showing the detailed procedures followed in the various sections.

The committee's report also emphasized the deficiencies in statistics of current additions to the Library as well as of total holdings and the failure of the administrators to establish individual records of work performance in the processing divisions. It was recommended that statistics be revised and standardized and that individual work records be used as tools of administration wherever possible.

In the absence of statistical data the committee guessed that the costs of the technical processes in the Library were extremely high and probably out of line with comparable costs in other large libraries. A new tradition of efficiency and speed in processing activities was recommended as a prime requisite if the Library was to achieve more efficient operations at reduced costs.

It was suggested that the card division review its sales program in terms of the present distribution of card sales and possible extensions of the present system to a larger number of subscribers. The division of accessions, the committee felt, should also review its practices in

order to determine whether more favorable discount rates might be secured. A strong effort should be made to reduce the high costs of printing and binding, and there must be recognition of the need for modifications in the form and fulness of cataloging. Finally, a highly competent professional personnel must be developed. The recruiting policy for the professional positions should be radically changed, and clerical and professional duties should be more accurately defined.

It will be evident from this abstract of its comments and recommendations that the Librarian's Committee did not undertake to present a blueprint for reorganization but rather a critique accompanied by suggestions. Since the critique was extensive and the suggestions were numerous, I submitted the report to selected members of the staff for comment before attempting to make up my own mind as to the action to be taken. One step, however, was so clearly indicated—was, indeed, so urgently necessary—that I decided to take it at once and without waiting for the reactions of my colleagues to the report as a whole. Some kind of departmental organization was essential if the Library was to function at all. The committee had repeated again and again its finding that administrative controls were weak in the Library as a whole, as well as within the Library's divisions, and the reason, as the committee saw it and as the Bureau of the Budget had seen it before, was also the reason as I saw it: a lack of upper administrative staff.

I therefore issued, at the end of June, 1940, two general orders (Nos. 962 and 964) setting up an Administrative Department and a Reference Department. Mr. L. Quincy Mumford, generously loaned to us by the New York Public Library for the purpose, was appointed co-ordinator of the processing divisions

on July 2, 1940, to take office on September 1 (General Order No. 970), and on September 18, 1940, after my colleagues had reported their reactions to the committee's report, the Processing Department was established by General Order No. 981. Since no "department directors" existed in the Library, with the exception of the new co-ordinator of processing, it was necessary to find the administrators of the new units by assigning men from other jobs.

The director of the Administrative Department was found by assigning to that position Mr. Verner W. Clapp, the administrative assistant to the Librarian, whose position, in turn, had been found by reviving the position of executive assistant, which had preceded the position of chief clerk. The director of the Reference Department was found, after various essays, by assigning Dr. Luther H. Evans, who had become chief assistant librarian following the death of that devoted and selfless public servant, Mr. Martin Roberts. The result was to deprive the Librarian of the assistance of his general executive officer, giving him, instead, officers in charge of the Library's three principal operations. It was not an ideal arrangement, but it was an improvement. And it worked more or less satisfactorily for three years, until the chief assistant librarian was able to return to his post, leaving the administration of the Reference Department to the former reference librarian and superintendent of the reading rooms, Mr. David C. Mearns.

As far as the basic structural framework of the Library of Congress is concerned, its "reorganization" was the division into departments of the "Library proper" to complete the departmentalization begun by the statutory establishment of the Copyright Office and the Law Library. Following the issuance of General Orders Nos. 962, 964, 970, and 981, the Library of Congress consisted of five departments

Administrative, Reference, Processing, Law Library, and Copyright Office. One change has been made in this structure since. At the end of the fiscal year 1943 the Administrative Department was liquidated, its units being transferred to the office of the chief assistant librarian, and an Acquisitions Department was created out of the units of the Reference Department and Processing Department engaged in acquisitions work (General Order No 1188, June 30, 1943).

But, though the basic change was simple, the related changes were sometimes complicated and can only be understood by an examination in some detail of the evolution of the three new departments within themselves. Since the most extensive changes were made in the processing operations, it will be convenient to begin there.

#### THE PROCESSING DEPARTMENT

As originally established by General Order No 981 of September 18, 1940, the Processing Department consisted of five divisions, rather than the four recommended by the Librarian's Committee, but did not include the union catalog as the committee had hoped it would. Included were the accessions, card, catalog preparation and maintenance, descriptive cataloging, and subject cataloging divisions. The chief difference between the committee's recommendation and the general order was that divisional status was given by the general order to three units which the committee had proposed to treat as sections—descriptive cataloging, subject heading and classification, and "processing" (i.e., temporary cataloging, shelving, card preparation, etc.).

General Order No 981, however, was a preliminary order only. It was followed on December 23, 1940, by General Order No 1004, which established departmental organization in greater detail. The principal provisions were these:

The accessions division continued as the purchasing and receiving agency for books, pamphlets, and other materials acquired by the Library. It received gifts, transfers, and deposits, arranged exchanges, approved invoices and vouchers for payments, and kept financial records of book expenditures and incumbrances.

The card division continued to supply printed cards to other libraries. Its principal function became that of a sales and distributing agency.

The subject cataloging division was to perform all functions involving the subject analysis of books—namely, classification, assignment of subject headings, and the shelving of materials added to the classified collections. It was to

classify books and pamphlets according to the Library's own classification, and assign subject headings to them, assign author or other book numbers to them and record them in the shelflist, classify them according to the Decimal Classification, and, for the time being, maintain an alphabetical record of serial publications.

The division included the following sections: subject cataloging, shelving and serial records, and decimal classification.

The descriptive cataloging division was responsible for the establishment of author and title entries and the descriptive cataloging of all materials cataloged in the Processing Department. Its work was described as including the preparation of copy for all entries, except subject entries, established in the Processing Department (music, manuscripts, maps, and Orientalia were cataloged in the special divisions), the editing of copy supplied by other libraries which cooperate in cataloging, and correspondence with libraries and individuals inquiring as to principles and practices of cataloging.

The division consisted of the following sections: general catalog, copyright, short form, documents, periodicals, society publications, law, editions and reprint, cooperative cataloging, and proof.

The catalog preparation and maintenance division was to centralize the clerical and subprofessional work of the cataloging processes and to relieve the professional workers of those duties. It included certain subprofessional duties formerly carried on in the accessions and card divisions. The following work was assigned to the division: sorting gift material, searching orders, gifts, and exchanges, temporary cataloging, card preparation, filing and maintaining the library catalogs, including the process file, correcting and adding to catalog cards, labeling, perforating, and book-plating, mimeographing of catalog cards, and general messenger work.

The division included these sections: searching, temporary cataloging, card preparation, filing, duplicates and additions, and labeling.

In sum, the new department as originally set up brought together under central administrative control all operations necessary to prepare newly acquired materials for the shelves with these exceptions: the accessioning of periodicals and newspapers (handled in the periodicals division of the Reference Department), the accessioning of Government documents acquired by exchange (handled in the documents division of the Reference Department), the accessioning of certain other materials received directly in the Reference Department, the cataloging of newspapers, maps, prints, music, manuscripts, and materials in oriental languages (cataloged, if at all, in the special reference divisions), and the preparation of materials for binding (handled in the Reference Department).

General Order No. 1004 was the constitution and charter of the Processing Department down to October 27, 1942, when it was superseded by a new general order (No. 1163) designed to tighten the organization and to make certain changes dictated by the experience of the depart-

ment's first two years. In the interim three operations had been added to those covered by General Order No. 981. A process file had been established in the catalog preparation and maintenance division in October 1940, to assist in locating books in process and to enable the searchers of recommended orders to satisfy themselves that the book recommended had not recently been received by gift, exchange, or otherwise. A central serial record had been set up in the accessions division in August 1941. And a duplicate and exchange section had been created in the accessions division on November 15, 1941, which became the general exchange section on May 11, 1942, when the division took over responsibility for the accessioning of Government publications coming in by exchange, deposit, or gift. In addition, Mr. Mumford's leave of absence had expired and Mr. Herman H. Henkle, director of the School of Library Science at Simmons College in Boston, had become the first permanent director of the department, his appointment dating from January 26, 1942.

General Order No. 1163 made several important changes in the sectional organization of the department's divisions, designed (1) to draw related functions more closely together in the sectional organization, (2) to reduce the number of sections to more manageable proportions, (3) to increase the field of activity of certain sections to make possible greater flexibility of work assignment within the sections, (4) to concentrate responsibility for technical supervision in the descriptive and subject cataloging divisions by designation in each division of the position of principal cataloger, and (5) to expand the Processing Department office to provide for the maintenance of personnel records, work records, and cost-analysis records on a departmental basis.

In the accessions division the Hispanic, law, and general order sections were

united as units of the newly constituted order section, and the general exchange, documents exchange, and gift sections were united as units of the exchange and gift section

The serial record was expanded to absorb some of the serial recording functions of the shelflisting and serial records section in the subject cataloging division, becoming the serial record section of the accessions division

In the catalog preparation and maintenance division the purchase searching, gift searching, preliminary cataloging, and process information units were united to form the book section. The card preparation and filing sections were united with the proofreading section from the descriptive cataloging division to form the card section. The labeling unit was transferred from the division, plating and perforating of new accessions being placed in the purchase accessioning unit of the accessions division. Plating and perforating of newly bound serials and labeling of all classified books were transferred to the shelflisting section of the subject cataloging division

The assistant chief of the descriptive cataloging division became the principal cataloger and deputy chief of the division, and the assistant chief of the subject cataloging division became the principal cataloger and deputy chief of that division—a change designed to concentrate responsibility for technical supervision of the work in each division. General review of card copy for style was assigned to a new officer, the editor of card copy, with the transfer of the proofreading section to the catalog preparation and maintenance division. The copyright and general sections were abolished and the work redistributed to the newly established English language section and foreign language section. The law and documents sections were modified to become the American and British law and documents section and

the foreign law and documents section, with the work of the former sections distributed accordingly

In the subject cataloging division the serial record unit was abolished, its work being divided between the shelflisting section in the same division and the serial record section in the accessions division

In the card division the card drawing and the stock and supply sections were combined to form a card stock and drawing section

Finally, the staff of the Processing Department office, which had previously consisted of director, administrative assistant, and director's secretary, was expanded and reorganized to provide for the maintenance of personnel, work records, and cost accounting on a departmental basis

A department secretary was added, and four clerical positions were transferred to the department office from the divisions

These changes completed the design of the Processing Department as we see that design. One major and two minor modifications have been made in the department since, and there are still processing operations in the Reference Department which we hope some day to put where they belong, but no further alteration in the basic structure is contemplated

The minor modifications were the transfer from the Reference Department to the Processing Department of the binding office (binding in our practice is a processing operation or a custodial operation, depending on whose book is being bound) and of the union catalog, which is also a processing or a reference operation, depending on which end of the cat you pick up first

The major alteration was the establishment of the Acquisitions Department, referred to above. Experience convinced us that both the *Statement of the Librarian of Congress in Support of the Supplemental Estimates* and the *Report of the Librarian's*

*Committee* were wrong in recommending that the book-selection part of book purchasing should be combined with reference work and separated from book accessioning. It was clear that the people who recommended books for purchase would necessarily be reference specialists and therefore members of the Reference Department. It was clear also that the business of purchase would always be a specialized business requiring specialized personnel. But we were convinced that the Library would never receive the books it should receive until all book-selecting *operations* were centralized in one administrative unit under one administrative head. We therefore set up the Acquisitions Department on July 1, 1943, and transferred to it the units of both Processing and Reference primarily engaged in book selection and purchase. This meant that the accessions division transferred its loyalties from the Processing Department to the Acquisitions Department and that the catalog preparation and maintenance division of the Processing Department having lost its searching unit to the Acquisitions Department, was abolished, its preliminary cataloging section going to the descriptive cataloging division, its proof, card preparation, and filing units to the card division, and its process information unit to the Processing Department office.

It may be helpful, by way of recapitulation, to let Mr. Henkle describe the present organization of his department in his own words.

The descriptive cataloging division is responsible for preparing preliminary catalog entries for all titles directed to the Processing Department and for preparing copy for the printer of the book descriptions which constitute the content of the Library of Congress printed cards, exclusive of the designation of subject headings and classification numbers. "Descriptive cataloging," in the range of the division's responsibilities, involves the establishing of authors' names to be used officially in the Library's catalogs, the recording of the

titles and other bibliographical characteristics as well as physical descriptions of the books cataloged, the editing of the catalog copy for the printer, and the continuing correction and change of existing catalog entries as called for in connection with the cataloging of new acquisitions. The division also carries primary responsibility for the program of cooperative cataloging.

The division consists of seven sections: preliminary cataloging, English language, foreign language, American and British law and documents, foreign law and documents, serials, and co-operative cataloging.

The preliminary cataloging section is the point at which new acquisitions normally enter the Processing Department from the Acquisitions Department. The section is a key control point in the processing operations, being responsible for preparing the initial master-card which, as it proceeds through the cataloging divisions, becomes the printer's copy for Library of Congress printed cards, and also carrying responsibility for distributing items to be cataloged to the several sections of the division.

The division is administered by a chief, who has an administrative assistant and a secretary, a principal cataloger, who also serves as deputy chief of the division, an editor of card copy, and the section heads. The division has a staff of ninety-one members.

The subject cataloging division is the successor of the former classification division, and it inherited responsibility for subject headings from the former catalog division. This new division has, accordingly, full responsibility for the analysis and record of the subject content of the Library's collections as it is recorded in the public catalog. Intimately involved in the functions of this division, too, is the very important responsibility for continued review of the published classification schedules and list of subject headings, in the light of growth and change in all fields of knowledge.

Also within the "subject cataloging" functions of the division is the classification of books by the decimal classification system, as a service to other libraries. The division has responsibility, also, for shelving all classified titles and for performing certain of the terminal steps in preparation, namely, labeling all classified volumes and plating and marking volumes which are bound after being received by the Library.

The subject cataloging division consists of three sections: subject cataloging, decimal classification, and shelving. The division is administered by a chief, with a secretary, a principal cataloger, who also serves as deputy chief of the division and directs the work of the

subject cataloging section, an editor of subject headings, an editor of classification, and the heads of the decimal classification and shelving sections. The staff of the division numbers fifty-six members.

The card division is primarily responsible for superintending arrangements for printing catalog cards, for maintaining the stock of cards, and for distribution of Library of Congress printed cards through sales to other libraries. Additional functions assigned to the division are proofreading the galley proof for printed cards, preparing the cards, when printed, for use in the Library's catalogs, and filing printed cards in the public and official catalogs and preliminary cards in the process file.

The division consists of nine sections: catalog investigation, searching, revising, documents, series order, subject order, card stock and drawing, proofreading, card preparation, and filing, and the secretary's office, which includes the accounting unit. The division is administered by a chief, with a special assistant and the staff of the secretary's office, an assistant chief, and the heads of the sections. The staff of the division numbers one hundred and fifty-seven, with occasional additional assistants employed on an hourly basis.

The union catalog division exists primarily to serve American libraries and research institutions by developing the union catalog of the holdings of the co-operating libraries and by serving as a central clearing house for locating books anywhere in the United States. The union catalog is the principal source of information for interlibrary loans.

No change has been made in the organization of the division, but under appropriations made available by Congress the staff has been greatly expanded for the purpose of carrying forward one-, two-, and five-year projects of the expansion of the catalog. The normal staff of fourteen members was increased for the year 1943-44 to thirty-nine. The division is administered by a chief, with a secretary, and an assistant chief.

The binding office serves as the clearing house for all materials bound after receipt for addition to the collections. It maintains and clears records of all material routed to the bindery by custodial divisions, itself preparing most of the unbound monographs. It has final responsibility for reviewing all materials prepared for binding and particularly for making arrangement of materials accord with the catalog records.

The office has a staff of seven members and is administered by the binding officer and an assistant binding officer.

The department office of the processing department serves as the co-ordinating unit of the department for personnel, budgetary, production, and cost-accounting records (except that cost accounting for card distribution is performed in the secretary's office of the card division) and supplies information about books in process. The office is under the immediate supervision of an administrative assistant to the director, with a staff of seven assistants.

The procedures involved in the preparation of books for the collections, from the preparation of preliminary cards through the filing of printed cards in the catalogs and the labeling of books for the shelves, are procedures which require close co-ordination. The primary purpose of the department organization is to provide this co-ordination, together with the direction necessary to efficient operation, the responsibility for which rests with the director. He is assisted by an assistant director, a technical assistant, and a secretary. The technical assistant conducts and directs research on the technical problems of the department. To aid him and to assist the director and the Librarian in estimating the department's work and its needs, statistical data are being accumulated as rapidly as possible. Cost-accounting procedures, established with the aid of the general accounting office, have been in operation for card distribution for about two years. As a result of these accounting records, the Library is enabled to conduct its card sales on a more business-like basis and to determine card prices which are equitable both to subscribing libraries and to the Government of the United States. Until recently, however, the Library has not had precise knowledge of the cost of its other processing operations. Again with the aid of the general accounting office, a continuing system of work records and cost accounting has been set up for the descriptive and subject cataloging divisions and will be extended shortly throughout all operations of the department. It is anticipated that a report of the system will be made available when possible to other libraries.

#### THE ACQUISITIONS DEPARTMENT

Although the creation of a separate Acquisitions Department came late in the process of reorganization, consideration of the problem came early. It came, in fact, at the beginning. My first general order, as I have noted above, was issued to learn what the Library's book-selec-

tion practices were, and the committee on acquisitions policy, which was to report on the entire problem, was appointed a month after I took office. There has never been a time in the past five years when the question of acquisitions was not under consideration in its policy or its administrative aspects. It is still under study today, and, without doubt, it always will be. There is no final answer to the question of what books the Library of Congress should secure, nor is there any final answer to the question of how best to secure them. All we have done—all we have tried to do—has been to hammer out working answers which provide a basis for present operations. Our "Canons of Selection" are certainly not eternal statements of objectives, but at least they are statements of objectives which will stand, which will shape and orient our acquisitions programs until better statements take their place. And our acquisitions procedures, though they are far from perfect, are at least stated procedures which take into account the various elements of the administrative problem as we know those elements.

The Library of Congress, in other words, has not learned in the last five years how the collections of a national library can be made and kept as complete as they ought to be. It has not even learned how complete the collections of a national library, in a nation of other great libraries, ought to be. But it has faced both questions. It has tried to find answers. And—what is more important—it has tried to find those answers for itself. The Library of Congress no longer waits for dealers to offer books, or for collectors to give them, or for publishers to deposit them for copyright. The Library of Congress now takes active and affirmative steps of its own, and on its own account, to find out what it lacks and to secure what it needs. Reorganization of our acquisitions activi-

ties, whatever else it means or does not mean, means that.

And it began on that issue. The questions submitted to the committee on acquisitions policy<sup>2</sup> in November 1939, were these: (1) Whether the Library of Congress should attempt to formulate a policy of accessions based upon a knowledge of present deficiencies and a plan for their correction by purchase or whether it should depend upon offers of sale of collections, offers from the book trade, from collectors, and from donors, etc., (2) whether a policy of accessions should be based upon the assumption that the Library of Congress should be as nearly complete as possible, or upon the assumption that it should specialize in fields where it is now strong, leaving other fields to other libraries, or upon the assumption that the Library should be "well rounded" (3) whether the operation of a plan of acquisitions should be directed by the accessions division, whether the accessions division or the division of bibliography or some other officer or unit should formulate a want-list, and whether such a list should be made the basis of standing orders.

The committee's report, filed on December 19, 1939, found, as I have noted above, that under the then existing practice of the Library of Congress no provision was made for initiating orders in fifteen of forty important subject fields and that inadequate provision was made in thirteen others, leaving only twelve which received "relatively adequate attention."

<sup>2</sup> The members of the committee were Dr. Sioussat, chief of the division of manuscripts, chairman, Dr. Bentley, consultant in philosophy, Mr. Childs, chief of the division of documents, Dr. Clark, consultant in economics, Dr. Hanke, director of the Hispanic foundation, Mr. Mearns, superintendent of the reading rooms, Mr. Vance, law librarian, Dr. Zahm, chief of the division of aeronautics, Miss Dennis, assistant chief of the division of accessions, and Miss Hellman, chief of the division of bibliography.



To correct this situation the committee recommended

- 1 The creation of a centralized agency in the Library for the co-ordination of all requests and recommendations for purchase, through the establishment of an acquisitions office under a director who would be advised by staff members broadly informed of the needs of the Library's collections,

- 2 A flexible book budget whereby a minimum sum might be counted upon for purchases in each field of acquisitions,

- 3 Stricter enforcement of the copyright act to insure deposits of copyrighted books,

- 4 The designation of agents of the Library in foreign countries to insure the procurement of essential foreign books,

- 5 An increase in the number of consultants and other advisers in special subject fields,

- 6 Closer co-operation between the Library and the academic and learned world, e. g., through the establishment of joint committees representing the learned societies and the staff of the Library and through the establishment of fellowships for scholars whose work might be directed in the interest of the Library, and

- 7 The institution of surveys of those parts of the Library's collections which had been neglected because no separate divisions or special consultants had been assigned to supervise their custody or growth

On the policy question of "completeness" of the collections the committee concluded that "completeness" was desirable in the following fields (1) Law and government, including governmental publications, (2) the civilization of the Americas, and other fields which may be described as national interests, and (3) all that contributes to information about books, with respect to the Library's catalogs and to bibliography in the widest significance of that term

As regards the relation of the acquisitions policy of the Library of Congress to the acquisitions policies of other libraries—federal and nonfederal—the committee reported First, that the Library might well rely on the Army Medical Library and the library of the Department of Agriculture to cover their respective fields, aiding them in building up their

collections rather than attempting to duplicate those collections, second, that the Library could not safely rely on the collections of other federal libraries to cover special fields, third, that the Library should not attempt to build up collections in special fields in which it was not strong and in which other libraries in the United States were known to be strong, fourth, that the Library should, however, maintain strong collections of its own in a condition of strength regardless of holdings elsewhere, fifth, that gifts of distinguished special collections should not be refused regardless of holdings elsewhere, and, sixth, that the Library of Congress should recognize a special duty to secure foreign materials not readily available to smaller libraries

In terms of appropriations for increase of the collections, this meant, in the committee's opinion, \$500,000 a year for Increase General instead of the then appropriation of \$118,000 The committee estimated that it would cost \$200,000 a year to buy important foreign publications in the fields of the Library's interest The balance was thought necessary for the purchase of noncopyrighted American materials, extra copies, and older materials of all origins

Since the Library was falling behind at the estimated rate of 30,000 volumes a year in processing the materials secured under its \$118,000 appropriation for increase, I did not feel justified in accepting the committee's figures, nor did I think it would be possible, in view of the outbreak of war, to buy \$200,000 worth of books a year in Europe We did, however, request in our supplemental estimates for the fiscal year 1941 an added \$100,000 for Orientalia, an added \$75,000 for Hispanic material, and \$100,000 for purchases and photocopying in Europe Thirty thousand dollars of this estimate was granted, raising the appropriation for Increase General to \$148,000 But our efforts to provide for

the "orphan" subject fields were, as I have noted, unsuccessful. The subcommittee on the legislative bill was sympathetic but firm.

Unlike the processing problem, the acquisitions problem had to be attacked without new positions beyond those made available in the accessions division for purchase routines. The attack to be made was, however, clear. The Librarian's Committee reinforced the findings and conclusions of the committee on acquisitions policy on most points and emphasized the need for action. Its recommendations were

1 That the reference services of the Library be united in a Reference Department, with an assistant librarian in charge, and that this assistant librarian, in addition to having responsibility for directing, supervising, and co-ordinating the work of the reference service divisions, be also the principal book-selection officer, with responsibility for controlling and co-ordinating the book-selection work of the Library. "Book selection," said the committee, "is a joint process, participated in by chiefs of divisions and others, but final decisions are made by the Assistant Librarian, and all suggestions for purchase are referred to him."

2 That a systematic book budget, under the control of the assistant librarian in charge of the Reference Department, be set up, with quotas for the various divisions and careful consideration of the proper distribution of funds among the various fields of knowledge.

3 That the accessions division serve not as a book-selection agency but as a purchasing and receiving agency for all materials acquired by the Library and as the agency to execute orders received from the book-selection officers, and that it assume responsibility for maintaining in a central serial record a consolidated account of all serials received by the Library, the recording of which was currently maintained, so far as it was maintained at all, in a number of divisions.

4 That the assistant librarian in charge of reference, or his delegate, or delegates of the assistant librarians in charge of reference and processing, select material for the collections from current copyright receipts.

5 That the Library initiate a vigorous policy of encouraging gifts, that the gift section of the accessions division be enlarged, but that the Library feel free to reject inappropriate gifts.

6 That possibilities be explored for co-ordinating the activities of the Library with those of other Federal libraries in the District of Columbia with a view to making substantial savings through the elimination of duplication of collections. A Federal library council for this and similar purposes was recommended.

Partly for reasons of logic and partly for practical reasons, we began not with the specific recommendations of the Librarian's Committee but with the underlying question of policy. The practical reasons related to the reclassification of Library positions by the Civil Service Commission. Commissioner Arthur Flemming, to whose warm interest and humane intelligence the Library of Congress owes a debt I am proud to acknowledge, had suggested that a consideration of the Library's objectives by the Library's staff would be helpful not only to the commission's investigators but to the Library itself. Meetings were, therefore, held with the Library's principal officers in the summer of 1940, and the Library's functions and objectives were discussed. They were not, I should note, the most successful meetings I can recall. One or two of the more articulate of my elder colleagues approached the discussion in the spirit of the senior benches at a faculty meeting. Change was undesirable and any discussion which might lead to change was in doubtful taste. The Library of Congress was too big and too old—above all, too old—to ask itself what it was doing and why and for what purpose.

Once faced, however, the seriousness and urgency of the central question demanded an honest and serious answer, and drafts of objectives for the Library's service and for the selection of its materials were prepared and circulated and finally approved. These "Canons of Selection" define the Library's objectives with reference to three categories of users: first, Members of the Congress, second, officers of the Federal Government and the staffs of the various Government de-

partments and agencies, including the Supreme Court and its bar, and, third, the general public. Because it is impossible for the Library of Congress to "collect everything," selection of material must be made on the basis of the anticipated needs of these three classes of users in the order given. The "Canons of Selection" apply to the Library's acquisition of material by purchase, but not to its acquisition by gift or by deposit for copyright. Their text follows:

1 *The Library of Congress should possess in some useful form all bibliothecal materials necessary to the Congress and to the officers of government of the United States in the performance of their duties*

To this Canon only one exception is made. A large number of special libraries have been established in the various departments, bureaus, and offices of Government as, for example, the Department of Agriculture, the Office of the Surgeon General of the Army, etc. Where the collections of these libraries adequately cover particular fields in which the Library of Congress is not strong, the Library of Congress will not purchase extensively in these fields but will limit itself to the principal reference works, using its best efforts to strengthen the collections already established elsewhere. Where, however, the collections of the Library are already exceptionally strong they will be maintained regardless of holdings in other libraries. The Reference Department of the Library of Congress will make it its business to know the extent of the collections of these special libraries and will establish, with the librarians in charge, machinery for cooperation both in the maintenance of these collections and in their use.

2 *The Library of Congress should possess all books and other materials (whether in original or copy) which express and record the life and achievements of the people of the United States*

To this Canon there is one obvious exception. Where official records of the Federal Government are deposited in the National Archives the Library will secure only such copies as are necessary for the convenience of its readers. It will, however, attempt to secure all printed documents, Federal, State, and municipal.

Again the Library's principal concern here is with national rather than local records, and though it recognizes that many so-called local records are, or many become, of national significance (as, for example, local histories of which it

has a distinguished collection) the emphasis of its effort is upon records of national interest, and its primary concern as regards local manuscript records is to stimulate their collection in appropriate localities.

3 *The Library of Congress should possess, in some useful form, the material parts of the records of other societies, past and present, and should accumulate, in original or in copy, full and representative collections of the written records of those societies and peoples whose experience is of most immediate concern to the people of the United States*

Two exceptions to the third Canon should be noted. First, the Library of Congress as the central United States depository for the publications of all foreign governments will attempt to secure all the official publications of all governments of the world. Second, where, aside from such official documents, other American libraries, whose collections are made broadly available, have already accumulated, or are in process of accumulating, outstanding collections in well-defined areas, in which areas the Library of Congress is not strong, the Library of Congress will satisfy itself with general reference materials and will not attempt to establish intensive collections.

The "Canons of Selection" provided the outlines of a basic policy of book selection. Their application in practice, however, presented problems. Since new appropriations for this purpose had not been voted, we were obliged to do what we could with the means available. Consequently, provision was made in the establishment of the new Reference Department in June, 1940, for the centralization there of book-selection responsibilities, and, in particular, responsibility for the approval of books for purchase devolved upon the reference librarian who was then Mr. David C. Mearns.

A first step was the preparation of a schedule of allotments, by subject fields, from the appropriation for the increase of the collections. Sums in varying amounts were set aside for the development of each class of material, the sum allotted being determined by considerations of known deficiencies in the collections, expected acquisitions from

sources other than purchase, the extent of literary production in the field, and the relative importance of the subject to the Library in accordance with the "Canons of Selection." This schedule of allotments covered all subjects in which the Library was interested except law. The appropriations for the increase of the Law Library and for books for the Supreme Court were left, for the time being, to be expended by the law librarian and the marshal of the Supreme Court, under the direction of the Chief Justice.

Allotments having been set up, it became necessary to find recommending officers for each field. This was done in part with the aid of a grant from the Carnegie Corporation for the establishment of fellowships in the Library of Congress and in part by the appointment of associate fellows from the Library staff and from other government departments. The Carnegie grant, now unfortunately discontinued by the corporation, was, in my opinion, one of the most hopeful and helpful efforts thus far made to bridge the gulf between libraries and the scholars who use them. The purpose was to prepare a certain number of young scholars every year to make scholarship serviceable to libraries in order that libraries might be as serviceable as they should be to scholarship. The corporation, as Mr. Keppel stated in announcing the grant, acted from a conviction "that American cultural institutions can be greatly strengthened if scholars will accept a responsibility for the holdings of the national library and if the national library will accept a responsibility for the instruction of scholars in the services it is prepared to render." I cannot too strongly emphasize my conviction that the withdrawal of the Carnegie grant at a time when the Library's fellowships had clearly demonstrated their usefulness, not only to the Library of Congress

but to national scholarship, was a tragic loss to both.

The first five fellows of the Library of Congress and their fields were Dr. Richard H. Heindel, University of Pennsylvania (modern European history), Dr. Edward P. Hutchinson, Harvard University (population), Dr. Jerrold Orne, University of Minnesota (romance languages and library science), Dr. William E. Powers, Northwestern University (geology), and Mr. Francis J. Whitfield, Harvard University (Slavic languages and literatures). During the academic year 1941-42 the fellows included Dr. Byron A. Soule (chemistry), Mr. Manuel Sanchez (technology), Dr. Waldo Chamberlin (naval history), and Dr. Benjamin A. Botkin (folklore), during the academic year 1942-43 Dr. E. Franklin Frazier (American Negro studies) and Dr. Sidney Kramer (war bibliography). The present holders of fellowships are Dr. Edward Mead Earle (military science), Dr. Walter Livingston Wright, Jr. (Near Eastern studies), Katherine Anne Porter (regional American literature) and Dr. John Kozák (Czechoslovakian studies). The fellowship of Mr. John Peale Bishop (comparative literature) was interrupted by his ill health, which has since tragically terminated in his death.

By the summer of 1942 these various changes in acquisitions policy and practice had shaken down to such a point that a definite statement could issue. General Order No. 1151, of August 25, 1942, strengthened the control exercised by the reference librarian over the selection of materials, extending it to acquisitions by every means—gift, deposit, and exchange, as well as purchase. Expenditures from the appropriations for the law collections were alone excepted. The commission for the selection of copyright deposits was abolished, its duties being shared by the reference librarian and the director of the Processing Department.

These officers were also to examine and select materials from receipts by gift, transfer, and exchange. The responsibility of the accessions division was also clarified. The division was to be the sole office of record for incoming materials.

But, if the organization and procedures were clear, they were far from satisfactory. The reference librarian could not act as the principal book-selecting officer of the Library without injury to his work as reference librarian—and vice versa. Moreover, the lack of administrative connection between book selection (in the Reference Department) and book buying (in the Processing Department) was a weakness which became daily more obvious. The result was the decision, debated through the winter of 1942-43 and finally taken in the summer of 1943 (June 30), to remove final responsibility for book selection from the Reference Department and to put it in the hands of an officer responsible for acquiring the material selected. This meant a new Acquisitions Department, which was set up by General Order No 1188.

In effect, this order centers in the new department all acquisition activities. Recommending officers, though they may perform duties in other departments—usually the Reference Department—report, in their work of recommendation, to the director of the Acquisitions Department, and all receiving and accessioning work is done in the department's divisions. The accessions division was transferred to the new department from the Processing Department. The functions of the old documents division with respect to the acquisitions of Government documents were transferred to the exchange and gift division. (Accessioning functions had previously been transferred from the documents division to the accessions division.) Selection of material from unsolicited receipts (copyright deposits, gifts, and exchanges) was centered in the department,

as was allotment of purchase funds, Law as well as General Purchase and accession searching, formerly functions of the catalog preparation and maintenance division, were transferred to the order and to the exchange and gift divisions, respectively. In addition, the serial record was transferred from the Processing Department and set up as a division.

Altogether, the new department is made up of a director and his office (eleven employees), two assistant directors for planning and operations, and three divisions—order, exchange and gift, and serial record—the work of which is described by the director, Mr. Clapp, as follows:

The order division (thirty-one employees) has sole responsibility for acquisitions where the expenditure of money is involved, for purchase searching, and for pricing. The exchange and gift division (twenty-eight employees) is responsible for the acquisition of material by gift, exchange (including the international exchange of government publications under the Brussels Convention and other treaty engagements), various provisions of law, and official donation, and for the recording of conditional deposits and intramural transfers of materials. This division is responsible also for bookplating and marking of material received bound, for accession searching, and for the preparation and issuance of the *Monthly Checklist of State Publications*. To the serial record division (nineteen employees) are sent all serials from whatever source (except nongovernmental daily newspapers) for accessioning record. Besides this original accession record, however, the serial record maintains the basic and permanent record of the Library's holdings of serials, bound and unbound, processed and unprocessed, it enters cataloging and classification indicia into bound volumes, and its records have displaced the shelflist entries for this type of material, it keeps the control record of decisions affecting the selection, retention, distribution, and processing of serial publications throughout the Library.

The establishment of the new department coincided with the adoption of a new method of reporting important acquisitions. Prior to 1940 important new acquisitions were listed in the annual report in the chapters then written by the chiefs of the various special divisions.

The result was, first, that materials not the responsibility of any particular special division were frequently overlooked, second, that materials were announced many months, and often as much as a year, after acquisition. But, in any case, the *Annual Report of the Librarian of Congress* was not, and should not be, a book-lover's intelligencer. It has too many statistics to report and too many personnel changes to list. We therefore decided in the summer of 1943 to report on new acquisitions in a supplement to the annual report which would be published quarterly. The Public Printer approved the plan as easing somewhat the autumnal strain on his presses. Allen Tate, our distinguished consultant in English poetry, agreed to take on the editorial task, and the first issue of the *Library of Congress Quarterly Journal of Current Acquisitions* appeared in November 1943. Its reception has convinced us that a publication such as we had in mind and Mr. Tate has realized can serve American scholarship.

#### THE REFERENCE DEPARTMENT

The creation of the Reference Department differed from the creation of the Acquisitions Department and the Processing Department in that the Acquisitions and Processing departments were constructed by affirmative action whereas the Reference Department evolved. There was, it is true, a general order (No. 964, of June 29, 1940) at the beginning of the history of the Reference Department, but it did little more than pile up some twenty heterogeneous divisions, accumulated by the Library over the course of haphazard time, and direct the then director of the legislative reference service, Dr. Evans, and the then superintendent of the reading rooms, Mr. Mearns, to make a department of them. The functions to be performed by the new department were, it is true, named

reference, book selection, book service, and the care and custody of books on the shelves. The divisions were named also. They were the reading rooms division (the main reading room, the annex reading rooms, the study room service, the social sciences reference room, the local history and genealogy reading room, the reading room for the blind, and a proposed science and technology reading room), the documents division, the legislative reference service, the periodicals division, the rare book collection, the manuscripts division, the *Orientalia* division, the Semitic division, the Slavic division, the Smithsonian division, the aeronautics division, the project books for the adult blind, the Hispanic foundation, the fine arts division, the music division, the maps division, the union catalog, the photoduplication service, the consultants, and "any consultant services or scholarly services which might be set up, such as the projected fellowships of the Library of Congress."

Messrs. Evans and Mearns were told, moreover, what results they were expected to accomplish. In reader service and the care and custody of books they were to centralize the Library's operations, permitting only such exceptions as they could not avoid. To help them in this labor they were given two new officers: a keeper of the collections, charged with responsibility for the physical custody, security, and preservation of the Library's collections (Alvin W. Kremer) and a chief of the book service (Robert C. Gooch).

In reference work and book service they were told that the new department should (1) assign responsibility for reference work and book selecting in the various fields of knowledge to those officers of the Library and members of the Library staff having competence in the particular fields. (In fields in which no officer possessed particular competence, interested members of the

staff were to be encouraged to participate in the work of selection and reference), (2) establish a system of routing of reference problems to the persons to whom responsibility for the various fields had been assigned, (3) establish a system for the initiation of recommendations of book purchases by the members of the Library staff responsible for the various fields of knowledge, (4) assure the systematic examination of publications, book reviews, and special articles in the various fields, with a view to the prompt origination of recommendations for purchase of new books in these fields and (5) provide means by which the collections might be analyzed with a view to building want-lists and developing a rational and affirmative policy of book acquisition

But beyond these sailing directions and this small crew they were given very little help by the Librarian. What had happened in effect was that all units of the Library not engaged in processing work (Processing Department), in housekeeping functions (Administrative Department), in copyright work, or in law were set off together and called a department. The excessive "span of control" which had made the Librarian's life burdensome was transferred in large part to the new "director"—who, moreover, did not exist, since the position requested had not been granted by Congress. Moreover, one of the divisions transferred was the vast (for the Library of Congress) and sprawling (for any library) reading rooms division, which combined in one organ-within-the-organism such disparate functions as book service, book custody, circulation within and without the Library, and reference work both high and low.

It is not remarkable that the Reference Department which resulted was a department in name only and that its substantial creation was obliged to wait for almost four years. Dr. Evans and Mr. Mearns struggled manfully. The chief assistant librarian-

ship, with Dr. Evans in it, was thrown into the hopper. The position of reference librarian, with Mr. Mearns in occupancy, was added as a second in command—but with book selection to handle as well. The keeper of the collections and the chief of the book service labored endless hours. The large, diffused, and various staff performed its large, diffused, and various duties. But, though much of the greatest importance was accomplished, a department, conscious of itself as a department and working functionally as a department, was not evolved. General reference policies were imposed upon the heterogeneous divisions making up the department, and reference reports were brought into conformity with those policies. Administrative channels which had not previously existed were established and administrative relationships set up. But, because the new department did not reflect function in its organization, a functional organism was not created, and it soon became apparent that nothing but a complete reconsideration and a new start would be effective.

Whether or not the new start could have been made sooner than it was is extremely doubtful. For one thing, the solution of the processing tangle demanded and received priority of treatment not only in the appropriations committee but in the minds of the Library administration. The situation discovered there was manifestly dangerous and could not be allowed to continue. A second circumstance operating to delay a thoroughgoing reorganization of the Reference Department was the war. I have not wished to emphasize the fact in this report, but readers will have noticed that the entire reorganization of which I am writing took place after the outbreak of the war in Europe, and most of it during our participation in the war. The effect of the war on the Library was the effect familiar elsewhere. Manpower was lacking, and service

demands, though they decreased in number, increased in difficulty. Moreover, the Librarian was drafted for other services for better than a year and from time to time thereafter. Whether my absence as director of O F F, as assistant director of O W I, and as organizer of O W I's London branch was an advantage or a disadvantage to the Library of Congress in its general operations may well be a matter for debate. In terms of the Library's reorganization, granted that reorganization was necessary, it could only be a retarding factor, since reorganization was necessarily my responsibility and could not go on without me.

These, however, are excuses. They do not dispose of the fact that the real reorganization of the Library's vital reference services was delayed to the winter of 1943-44 and General Order No. 1218 of March 25, 1944. Prior to that date, however—in the fall of 1940, to be exact—the “Canons of Service” had been worked out in Library conferences, with the result that the reorganization, when it came, had a philosophy to go on. Since the philosophy of library service is somewhat less clear than Kant, it may be worth while to brief the reasoning by which we arrived at our conclusions.

At the beginning of our discussion two views were advanced—or perhaps it would be fairer to say that participants in the discussion were urgently invited to have views with reference to two opposed positions. One, that a library is a kind of machine to drop a book into a reader's hand, the machine having no further responsibility or, indeed, interest—except to get the book back, the other, that a library is a group of human beings who accept a responsibility to make any part of the printed record available to society, by whatever means is most intelligible and most effective, the responsibility ending not with the mechanical delivery of a book but with

the identification and production of the text or the information needed.

As between these two positions, there seemed, at first, to be unanimous agreement on the part of my associates that the second was the more nearly correct. Indeed, some of them went so far as to suggest that the first definition was the old definition of a library and that the second was the more modern. But there was no disagreement that the second was applicable to the Library of Congress.

Proceeding from this point, an attempt was made to discover what the precise obligations of a library of the second category were. Particularly, what was meant by the statement that a library accepts a responsibility to “make available” pertinent parts of the total record. As an extreme position, it was suggested that a library, such as the Library of Congress, might accept an obligation to publish by radio, by print, by near-print, or by other means, those materials, of fact and of opinion, which, in its best judgment, bore upon the controversial issues which a democratic nation faces. Would it be possible for the Library of Congress to publish material of this kind in a form useful to the electorate? It was generally agreed that such a program would require an amount of time and a number of advisers beyond the capacities of the Library.

A more moderate conception of library responsibility was next discussed. It was suggested that the Library of Congress might fulfil its obligations by preparing annotated bibliographies and other briefs of the record for publication in newspapers or by other agencies wishing to use them—the Library of Congress accepting responsibility for its selection of authorities and for its presentation of the historical record. It was pointed out that the Library has a duty always to present both sides of controversial problems.

Here there seemed to be a keen sense of



the difficulties involved, and retreat was suggested to a still more moderate position—the position ascribed to another great national library—the limitation of the responsibility of the Library to the assistance of accredited and qualified scholars who might work in the Library for scholarly purposes. As to this, however, there was general agreement that the Library of Congress could not fulfil its responsibility in so narrow a manner. First, it was pointed out that the Library would be limiting its reference assistance to those who need such assistance least. Second, it was pointed out that such assistance to scholars in the production of scholarly works to be read by other scholars would not result in the publication of the essential record to the people at the time when the people most had need of it.

At this point it became necessary to review our first decision as to the two concepts of a library. A medial position was suggested that the principal responsibility of a library is to deliver a book into the hands of the man who asks for it but, at the same time, to undertake what were referred to as “extra-curricular” services to certain types of readers, chosen on some basis not defined. As to this, it was replied that there might be a considerable difference between the notion that a library’s responsibilities end with the delivery of books, reference services being “extra-curricular” adjuncts, and the alternative notion that a library’s real and essential function is the activity which is sometimes referred to as “reference work,” the serving-out of books being merely incidental to that function.

Gradually the definition sharpened. It was recognized, as a matter of course, that the primary obligation of the Library of Congress was owed to Congress and that its second obligation was the service of officers of government charged with the conduct of official business. The obligation to the

Nation as a whole, however, proved more difficult to define.

In an effort to resolve that problem and to define the areas of agreement, I tried my hand at a draft of “Canons of Service” which was circulated for comment on September 11, 1940, and which we included, in corrected form, in the annual report for that fiscal year. The canons do not answer the dark and cloudy questions discussed during the summer—questions which wiser men with more time to devote will, I hope, consider at greater length. They do not define the word “library” in service terms. They helped, however, to orient the department which was to follow four years later, and they are therefore given in full. §

1 *The Library of Congress undertakes for Members of the Congress any and all research and reference projects bearing upon the Library’s collections and required by Members in connection with the performance of their legislative duties*

There are no exceptions to this rule so far as the Library’s conception of its obligations is concerned. Only a lack of means to provide the necessary, and necessarily skilled, staff will justify a failure on the Library’s part to meet all such demands.

2 *The Library of Congress undertakes for officers and departments of government research projects, appropriate to the Library, which can be executed by reference to its collections, and which the staffs of offices and departments are unable to execute*

These projects are deferred, except in case of emergency, to reference projects undertaken for Members of the Congress.

The rules establishing the Library’s reference and research obligations to Members of the Congress and officers of government suggest, in turn, its reference obligations to other libraries and to the public in general. As in the case of its collections, the reference facilities of the Library are facilities created for the use of Members of the Congress, etc., as representatives of the people and are therefore the facilities of the people. For this reason, but subject to the priorities established by the greater urgency of the research needs of Members of the Congress and officers of Government, the reference facilities of the Library are available, within appropriate limitations, to members of the public acting either through universities or learned societies or other libraries or di-

irectly The "pool of scholarship" which the Library of Congress is obliged to maintain in order to perform its obligations to the Congress and to the government is, in other words, as much the property of the people as its collection of books. These facts determine the third rule defining the reference objectives of the Library.

3 *The reference staff and facilities of the Library of Congress are available to members of the public, universities, learned societies and other libraries requiring service which the Library staff is equipped to give and which can be given without interference with services to the Congress and other agencies of the Federal Government*

This policy is active as well as passive. Passively considered it means that reference inquiries, and requests for bibliothecal service, which cannot be satisfied by other libraries or scholarly institutions nearer the inquirer, may be submitted to the Library of Congress which will respond to them within necessary limitations of time and labor. Actively considered, the Library's policy in this regard means that the Library of Congress, as the reference library of the people, holds itself charged with a duty to provide information to the people with regard to the materials they possess in its collections, and with an obligation to make its technical and scholarly services as broadly useful to the people as it can.

The reorganization of 1944 was carried forward on the basis of these canons. It was accomplished only after full discussion and the greatest possible opportunity for criticism and comment. Work began in the department in the fall of 1943, and a preliminary outline was distributed to the professional staff before the December 1, 1943, meeting of the professional forum. A series of discussions was also held with division chiefs, and the daily meetings of the Librarian's Conference were devoted to the project from time to time over many months.

Broadly speaking, the purpose in view was to take the department down and reconstruct it in terms of its principal functions: (1) custody, (2) circulation, and (3) reference, transferring its book-selection duties to the new Department of Acquisitions, which had been set up to receive them. This meant the dissolu-

tion of the reading rooms division—a reform long overdue. It meant the unification of custodial responsibilities, previously scattered among the reading rooms and the special divisions, and the reaffirmation of "the classic organization" of the collections which the general order defined as having been intended "to make available, in and through a single classified collection, all material which can be so organized and serviced, separate collections being maintained only when the nature of the material (e. g., manuscripts) or the character of the alphabet (e. g., Chinese) makes the maintenance of a separate collection unavoidable." It meant a custodial and delivery service, a loan service, and a reference service adapted not only to the various categories of reference demands (congressional and other) but to the realities of reference inquiries (informational and scholarly).

The organization which resulted and its relation to the organization which went before can best be understood by comparing the pre-reorganization chart (I) with the post-reorganization chart (II).

Here, as in the case of the other departments, I shall let the director, Mr. Mearns, describe the organization and operation of his department in detail.

*The legislative reference service*—Only a brief account of the legislative reference service is necessary. The service existed prior to the March reorganization and did not undergo any drastic change at that time. Its internal responsibilities and scope and its relationship to the other services were more carefully defined. It had been apparent that, previous to the reorganization, the legislative reference service was not a division of the Reference Department in the same sense as were, for example, the rare books division or the aeronautics division. The legislative reference service (sixty-eight employees) supplies an overall reference service to Members of Congress, with particular emphasis on subjects related to proposed or pending legislation. In the reorganization this fact became decisive, and the legislative reference service was set up as a service parallel with the public reference service. To be sure, the Library as a whole has compelling

CHART I  
REFERENCE DEPARTMENT, PRE-REORGANIZATION

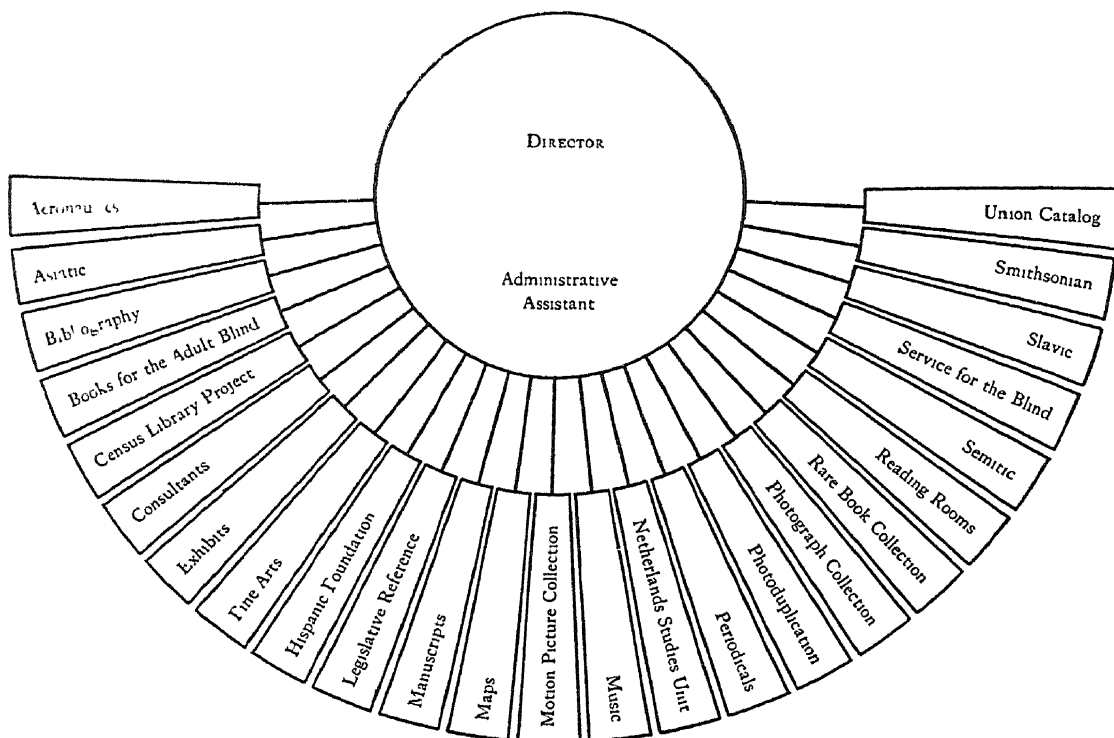
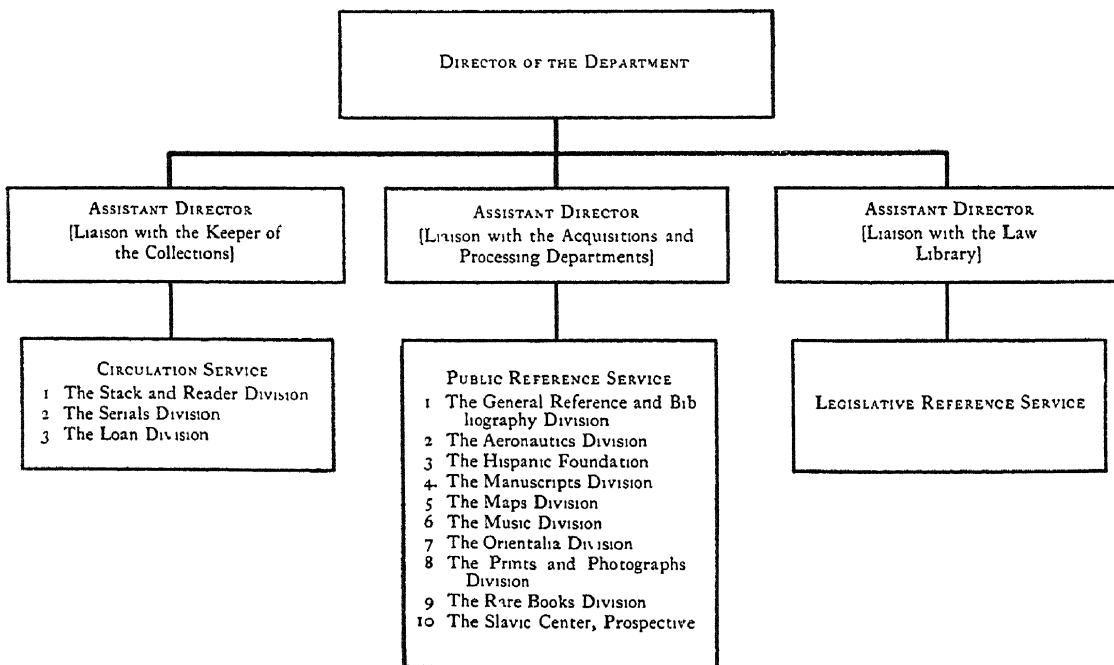


CHART II  
REFERENCE DEPARTMENT, ORGANIZATION, MARCH, 1944



obligations to perform reference service for Members of Congress, but where such work is done elsewhere the legislative reference service co-ordinates it for congressional use.

The legislative reference service retains charge of the congressional reading room and in so doing assembles, charges, and loans materials requested by Members of Congress or their families. It forwards such charges to the loan division, which has over-all responsibility for maintenance of records of loans. Under the reorganization the legislative reference service will continue to compile and publish indexes to federal and state laws, digests of public general bills, and basic data studies on matters of legislative concern.

*The circulation service*—From the standpoint of administrative units, the circulation service represents the most drastic departure from the previous organization. The custodial and circulation services it performs were the scattered responsibility of the former reading rooms division, including the government publications reading room and many of the special divisions. The previous unintegrated divisional structure of the Reference Department and the relative autonomy of the divisions had resulted in unintegrated and unrelated collections. Books were issued and loaned from a dozen different divisions, and there was no centralized responsibility for records of books in use within the Library or of outside loans. In terms of service to readers, this situation was reflected in a regrettably high percentage of failures to supply desired books either from the central desk in the main reading room or from the special divisions, and the reverse side of this picture was an interference with reference service by the custodial responsibilities of the reading room and the special divisions.

The separation of custodial and circulation responsibilities from reference duties does not imply any demeaning of the former. Rather, by providing a hierarchy of custodial positions and duties, it establishes custodianship as a definite professional function of librarianship. In their reaction against the tradition of European librarianship, American libraries have tended to exalt their reference functions and undervalue their custodial functions. In this country the public library movement created and made self-conscious the profession of librarianship, and in great public libraries particularly the problems of custody are apt to receive scant attention. But in the Library of Congress, and, no doubt, in other large research libraries with Nation-wide demands on their resources, the custody and circulation of materials becomes a major operation. These materials

include not only books in the millions but also more millions of periodicals, bound and unbound, pamphlets, manuscripts, prints, photographs, maps, sheet music, slides, etc. It is hoped that one of the products of the creation of the circulation service will be a corps of professional curators, trained in the custody and administration of the Library's collections.

The circulation service is made up of three newly established divisions: the stack and reader division, the serials division, and the loan division.

The stack and reader division (eighty employees) issues and delivers material as requested for use in the general reading rooms, divisional reading rooms, and study rooms and for the official use of members of the staff in the divisional offices; it collects and reshelves such materials, and maintains records of materials in its custody and of materials issued and returned. It provides study rooms or other special research facilities in accordance with established policies and passes upon applications for the privilege of access to the book stacks.

The division also has custody of the general classified collections and administers the circulation of materials from these collections to readers and investigators. It maintains, in accordance with standards of custodial care established by the keeper of the collections and approved by the Librarian, the physical and orderly arrangement of materials in the book stacks and in the reference collections in the general reading rooms, selecting deteriorated materials for rebinding and repair. A few collections remain in the custody of special divisions, but the trend is definitely and encouragingly toward centralization. Collections of books formerly in the custody of the aeronautics division, the maps division, the fine arts division, the Slavic division, and the Smithsonian division are now administered by the stack and reader division. Materials such as maps, prints and photographs, sound recordings, etc., which cannot conveniently be integrated with the general collections, by reason of their form, remain in the custody of the respective divisions concerned with them.

Some idea of the scope of the operations of the stack and reader division may be obtained from the following statement concerning the transfer of positions and personnel. From the reading rooms division there were transferred to the stack and reader division the stack inspectors, the stack attendants, the control room attendants, the book distributors, the guards and guides, the personnel of the study room reference service (with certain specified exceptions), the central charge file, the assistant in

charge of document collections in the main reading room gallery, two clerks, and twelve messengers. The stack attendant formerly in charge of the collections of the Smithsonian division was also transferred to the stack and reader division.

The serials division (forty-five employees) has custody of certain groups of materials which require or for reasons of convenience are given, reader and reference service prior to their addition to the general classified collections. Insofar as their custody is not allocated to one of the several special divisions, the following groups are included: periodicals, newspapers, pamphlets, Government documents, books in parts, and ephemera of various sorts. Such materials represent custodial, circulation, and reference problems in all libraries, but in the Library of Congress the problems are magnified by the sheer bulk of the material. With respect to such materials, the functional division as between custody and circulation, on the one hand, and reference service, on the other, has been deliberately set aside. The serials division maintains a reference service in special reading rooms with respect to periodicals, Government documents, and newspapers in its custody, but this service is (with the specific exception of documents) subordinate to its custodial responsibility, which constitutes its primary function.

Because the preponderance of official documents are serials and because their treatment and service as current publications are, to a large extent, comparable with the treatment and service of other kinds of periodicals, the Government publications reading room, its collections, and its staff have been transferred from the reading rooms to the serials division.

The loan division (fifty employees), as its name implies, administers all outside loans (including loans of books, periodicals, maps, music, prints, embossed books, sound recordings, etc.). It should be noticed that the principle of centralization of administrative responsibility has been carried further with respect to outside loans than with respect to the custody or issue of books within the Library. The Library of Congress is a national library, and officers of Government, as well as scholars, confident of its resources, come to it or write to it for reference assistance. A book on loan is not available for use, and in wartime instant availability assumes heightened importance. The practice of individual and interlibrary loan has advantages which justify the inconvenience it sometimes occasions, but this inconvenience should be minimized and can be minimized only through a centrally administered loan service maintaining consolidated loan records.

*The public reference service*—The public reference service is made up of the general reference and bibliography division and nine other divisions differentiated from one another in terms of subject and regional specialization or in terms of the type of material in association with which their respective activities are carried on. Before proceeding to a description of each division in turn, a brief account can be given of the common activities which bring them together in the public reference service. Public reference divisions exist to provide a reference service to readers in the Library and, through correspondence, outside the Library; they maintain special indexes and reference catalogs, they compile bibliographies and guides to the collections, and their chiefs function as recommending officers in the fields of knowledge reflected by their specialization.

Certain of the divisions, in addition to their reference functions, administer special collections of material not suitable for inclusion in the general classified collections of books. The manuscripts division, for example, has custody of the general collections of manuscripts, transcripts of manuscripts, and photographic reproductions of manuscripts. It catalogs and classifies such material and makes it available for use in a reading room which it administers. The maps division, the Orientalia division, and the prints and photographs division have identical responsibilities for the types of materials with which they are concerned. The rare books division is responsible for the custody and service of those copies of books which, because of their importance to the history of ideas, or their contribution to the progress of literature, or their provenience, or their association with great men and great events, or their monetary value, or their condition, require special facilities for their preservation and supervised use. The music division maintains custody not only of sheet music and sound recordings but of the literature of music as well. Standardized cataloging and classification techniques have been developed to a point which assures the integration of the diverse materials comprising the collection and which obviates the necessity of custodial separation on the basis of form. Moreover, so much of the literature of music contains the only versions of the music itself that it would be practically and administratively impossible to distinguish between the two categories.

The general reference and bibliography division was created by combining the former division of bibliography with the reference

personnel and functions of the former reading rooms division—a change first suggested in early 1940 in the *Statement of the Librarian of Congress in Support of the Supplemental Estimates*. As now constituted, the general reference and bibliography division (fifty employees) is organized to respond to all public reference requests which do not require the attention of the special divisions, whether such requests are received in person, by telephone, or by mail.

All consultants and special projects, which formerly functioned under the immediate supervision of the director of the department, are now administratively assigned to the general reference and bibliography division. This provides a means of relating individual or temporary special activities to the general and sustained reference work of the Library.

The relation between specialized and general service in this instance is analogous to the relation between specialists in medicine and the general practitioner. The general practitioner does not treat disease in general but rather those specific diseases which do not fall within one or another of the specialties or which fall within several of them. Further, the knowledge and skill of the competent general practitioner is such that he can treat the average case of many diseases which do fall within the specialties, in most such cases it would be foolish and extravagant to employ the time and talent of a specialist.

No library, no matter how rich and favored, can hope to provide a staff of specialists to cover the whole field of knowledge. Nor can the interests and problems of readers be divided into neat compartments without overlapping or remainder. Current developments are apt to have little regard for yesterday's academic specializations. For example, the learned world in America is divided and organized on the basis of subject specialization. In the present emergency the nation has discovered that it needs not only subject specialists but area specialists as well. Methods of training regional specialists have had to be improvised. The regional bibliographies prepared by nonspecialists in the general reference and bibliography division have contributed something to that training.

The effect of the reorganization on the special divisions is to free them for their proper work. The aeronautics division (five employees) has been relieved of its former custodial responsibilities and encouraged to undertake a more elaborate bibliographical program in connection with the Nation-wide reference service it renders. The Hispanic foundation (eight employees), relieved of custody of its materials and separated from its archive of Hispanic culture, which, as a photo-

graph collection, becomes a part of the prints and photographs division is free for its proper reference function of developing and co-ordinating the Hispanic activities of the Library and fostering cultural interchange with Hispanic nations. The foundation will continue to prepare special bibliographies, guides, indexes, and other publications appropriate to its service.

The manuscripts division (seventeen employees) has not been changed internally by the reorganization. However, its newly established position within the public reference service serves to define more precisely its primary functions in the field of American civilization.

The maps division (nine employees) is responsible for the custody and service of the collections of maps and atlases. The books formerly in the custody of this division have been transferred to the general collections in the custody of the stack and reader division. As in the case of aeronautics, the maps division, relieved of part of its custodial responsibility, is free to develop an extensive reference service in the fields of geography and cartography.

The music division (sixteen employees), like the manuscripts division, remains essentially unchanged in the reorganization. It is relieved, however, of the task of maintaining a loan service of its materials.

The Orientalia division (fourteen employees), formerly the Asiatic division, is responsible for the custody and service of all materials written or printed in oriental languages (including Chinese, Japanese, Semitic, Arabic, Persian, Turkish, etc.). The former Semitic division has been made a section of the Orientalia division. The responsibility of the Hispanic foundation for fostering cultural relations with the Hispanic countries is matched by a similar responsibility which the Orientalia division has of fostering cultural interchange with oriental nations.

The renaming of the prints and photographs division (eleven employees) represents an attempt to indicate the true responsibilities of the former fine arts division with regard to graphic materials in its custody. Books on art in the custody of the former fine arts division have been transferred to the general collections. Because of the importance of prints and photographs in connection with exhibits, the exhibits office has been transferred to the prints and photographs division, and exhibits have been made the special responsibility of an assistant chief of this division. Although this assistant chief becomes, in effect, the executive officer responsible for exhibits, the responsibility for initiating projects for exhibits and assisting in the assembly and preparation of materials con-

tinues to be a function of the chiefs of Reference and other divisions

In addition to custodial responsibility, the rare books division (nine employees) maintains a reference service appropriate to its collections. Most requests for reference service which necessitate the consultation of incunabula, sixteenth- and seventeenth-century publications, American imprints before 1820, the principal editions of important historical, scientific, and literary works, first editions, limited editions, de luxe editions, specially and extra-illustrated editions, fine bindings, unique copies, the literature of the typographic and book arts, and other collections of rare books are directed to it.

The Slavic center soon to be established will be modeled on the Hispanic foundation. It will render reference service in respect to the Library's Slavic collections and will foster cultural interchange with the Slavic countries.

There remain several former divisions of the Reference Department which have not been accounted for in the above statement. Of these, the photoduplication service has been transferred to the administrative offices under the direction of the chief assistant librarian. The union catalog has been transferred to the Proc-

essing Department, where it obviously belongs, and the service for the blind, being a loan service, has been made a section of the loan division. The fiscal and administrative sections of books for the adult blind have been transferred to the administrative offices under the chief assistant librarian. The former book selection and reference work of this division is now the responsibility of the public reference service. The reference service formerly conducted by the Smithsonian division is now the responsibility of a consultants'hip in the history of science. As a reflection of our experience in the operation of a science and technology reading room, and responsive to demands upon our collections in those fields, plans for the future anticipate the creation of a science division which will include not only this consultants'hip but the aeronautics division and other scientific reference services, existing or projected.

A summary of the department's functions and the units by which they are performed was prepared for the use of the Library staff. Since it gives a convenient over-all view of the organization, it is reproduced here.

#### A The department maintains custody of—

- |   |   |
|---|---|
| 1 The general collections (exclusive of law, but including Hispanic materials previously in the custody of the Hispanic foundation, the proceedings and transactions of learned societies and academies formerly in the custody of the Smithsonian division, the literature of geography previously in the custody of the division of maps, aeronautical publications previously in the custody of the aeronautics division, Slavic materials previously in the custody of the Slavic division) through | } the stack and reader division                         |
| 2 Manuscripts (including transcripts and photographic reproductions of manuscripts) through   | } the manuscripts division                              |
| 3 Rare books (including microfilm reproductions of printed materials) through   | } the rare books division                               |
| 4 Prints and photographs through  | } the prints and photographs division                   |
| 5 Maps and atlases (including topographic views) through  | } the maps division                                     |
| 6 Music and the literature of music through   | } the music division                                    |
| 7 Embossed books and sound books for the blind through  | } the loan division                                     |
| 8 Current periodicals, documents, pamphlets, and ephemera, and newspapers, current and noncurrent, through  | } the serials division                                  |
| 9 Orientalia through  | } the division of Orientalia                            |
| 10 Microfilms in general through  | } the microfilm reading room in the rare books division |

## B The department processes materials\* as follows

- |  |  |
|--|--|
| 1 Prints and photographs through   | } the prints and photographs division                    |
| 2 Manuscripts (including transcripts and photocopies of manuscripts) through | } the manuscripts division                               |
| 3 Maps and atlases through   | } the maps division                                      |
| 4 Embossed books and talking books for the blind through                     | } the service for the blind section of the loan division |
| 5 Materials in Chinese, Japanese, Indic, and other Eastern languages through | } the division of Orientalia                             |

## C The department circulates materials to readers—

- |   |   |
|---|---|
| 1 In the general reading rooms and study rooms through              | } the stack and reader division   |
| 2 In the reading rooms of the special divisions above named through | } the special divisions above named and through the microfilm reading room in the rare books division |
| 3 Outside the Library buildings through                             | } the loan division   |

## D The department gives reference service—

- |   |   |
|---|---|
| 1 To Members of Congress—   |   |
| (a) In all matters relating to legislation through  | } the legislative reference service†  |
| (b) In all other matters  | } See below   |
| 2 To investigators and general readers—   |   |
| (a) In the history and topography of the United States  |   |
| (i) By manuscripts, transcripts of manuscripts, photo-reproductions of manuscripts and similar source materials through | } the manuscripts division and the incumbent of the chair of American history           |
| (ii) By pictorial materials illustrative of American life through   | } the prints and photographs division   |
| (iii) By maps through   | } the maps division   |
| (iv) By rare printed Americana through  | } the rare books division   |
| (v) By other printed materials (including local history and genealogy) through  | } the general reference and bibliography division                                       |
| (b) In Hispanic history through   | } the Hispanic foundation   |
| (c) In Far Eastern, Indic, and Near Eastern history through   | } the division of Orientalia  |
| (d) In Slavic history through   | } the Slavic center (which is to be created)  |
| (e) In Netherlands history through  | } the Netherlands studies unit  |
| (f) In history—general, national and local (except the history of the United States)—through                            | } the general reference and bibliography division or one of the special regional units‡ |
| (g) In geography and cartography through  | } the maps division   |

\* All processing procedures followed by divisions of the Reference Department are subject to the approval and revision of the director of the Processing Department

† The legislative reference service is available only to Members of Congress

‡ The special regional units are the Hispanic foundation, the Slavic center, the division of Orientalia (consisting of Chinese, Japanese, Indic, and Semitic sections and the provisional Iranian section), and the Netherlands studies unit.



## D The department gives reference service—Continued

(h) In religion and philosophy through	} the general reference and bibliography division or one of the special regional units
(i) In political science, economics, and sociology through	} the general reference and bibliography division, the serials division (and its government publications section), or one of the special regional units
(j) In population and demography through	} the census library project of the general reference and bibliography division
(k) In education through	} the general reference and bibliography division, or one of the special regional units
(l) In music and the literature of music (including American folk song and sound recording) through	} the music division
(m) In the graphic arts (including fine prints and the literature of the fine arts, together with the iconography and photographic record of the life of the people of the United States) through	} the prints and photographs division
(n) In literature and linguistics (including fiction) through	} the general reference and bibliography division and its consultant in poetry in English, the rare books division, or one of the special regional units
(o) In aeronautics through	} the aeronautics division
(p) In natural sciences through	} the general reference and bibliography division and its consultant in the history of science (Jefferson Room)
(q) In applied sciences (technology) through	} the general reference and bibliography division (Jefferson Room)
(r) In military and naval science through	} the general reference and bibliography division (Jefferson Room)
(s) In bibliography and library science through	} the general reference and bibliography division, or any of the special divisions
(t) In incunabula, history of printing, private presses, and <i>editiones principes</i> through	} the rare books division
(u) In periodicals and newspapers in general through	} the serials division
(v) In manuscripts in general through	} the manuscripts division

## ADMINISTRATIVE UNITS

An account of the regrouping and reorganization of the several administrative services and offices of the Library could be made as long as it would inevitably be dull. Since, however, it was the inadequacy of the fiscal services

which most impressed outside surveyors of the Library, such as the representatives of the Bureau of the Budget, and since the lack of an adequate personnel office and a considered personnel policy was a continuing annoyance through three years and more, some account of

reorganization in this general field is essential. It could be summed up, in terms of the grouping of the units involved, by saying that they were first combined in an Administrative Department (General Order No. 962 of June 28, 1940) and then transferred, when the Administrative Department disappeared and the chief assistant librarian took over his proper duties as general executive officer, to the office of the chief assistant librarian (General Order No. 1190 of July 5, 1943). But though this summary account would take care of the secretary's office (ten employees), the supply office (four employees), the mail and delivery service (fourteen employees), the office of the superintendent of Library buildings and grounds (two-hundred and eighty-six employees), and the disbursing office (seven employees), none of which were materially altered internally, and though it would also suffice, perhaps, for the photoduplication service (ten employees) and the division of books for the adult blind (twelve employees), both of which were added to the chief assistant librarian's cares when he took over his executive duties, it would not account adequately for changes in the accounts office (six employees) and the personnel office (twenty-two employees). Nor would it cover the publications office (one employee) and the information office (two employees), which had not previously existed.

Of these latter it is enough to say that each performs the duties which would be expected of its name. One handles stocks of Library publications and the like. The other supplies information to the public through the press and otherwise. The new duties of the accounts office and the personnel office must, however, be spelled out at greater length.

*Accounts office*—General Order No. 962 supplied an officer the Library had lacked in the past and had badly needed: a budget officer. The administrative as-

sistant as director of the department was to act as budget officer of the Library, supervising the preparation of budget estimates, developing programs of budgeting expenditures, and co-ordinating work within these programs.

To supply the administrative assistant with budgetary information and to impose needed controls on expenditures, a more active and modern accounts office was necessary. It was provided by the same general order. The accounts office was given authority for the maintenance of budgetary control through allotments made by the administrative assistant and was authorized to exercise accounting control over the receipt and expenditure of appropriated, gift, and trust funds and the requisitioning of cash. It was also to examine and to approve for payment all pay rolls and vouchers, to examine the disbursing officer's accounts current prior to the Librarian's approval, and to prepare reports and statistics needed for administrative and budgetary planning.

At the same time, new and modern procedures were worked out for the accounts office with the aid and advice of representatives of the general accounting office. The accounts now maintained by the accounts office comprise a general ledger for appropriated, gift, and trust funds and for the funds of the Library of Congress trust fund board, as well as an allotment ledger for appropriated, gift, and trust funds. Allotments are made by the budget officer to the various departments and divisions of the Library authorized to incur obligations: the Acquisitions Department (formerly the accessions division), the card division, books for the adult blind, the Copyright Office, the mail, music, personnel, photoduplication, publications, and supply offices, and the superintendent of Library buildings and grounds. The accounts office prepares monthly statements

for the various divisions reflecting the status of funds under all allotments.

Prior to July 1, 1940, there were a number of divisions of the Library handling collections of moneys. At present there are two: the secretary's office, which receives remittances on account of card sales, sale of photo-duplications, gifts, and miscellaneous transactions, and the Copyright Office, which, in accordance with the act of March 4, 1909, receives and deposits all copyright fees.

Accounts are maintained on an incurrence basis, and all financial transactions are adjusted to this basis. Only those officers to whom funds are allotted may incur obligations, and then only to the extent of their allotments and subject to other necessary limitations. No account is acceptable for payment unless it appears that a proper statement of the obligation was entered in the books of the accounts office at the time of its incurrence, nor is the disbursing officer authorized to make payment until the account is approved for payment by the accounts officer.

The general effect of these changes has been to separate certifying responsibility from auditing responsibility. Formerly the office of the chief clerk certified accounts and audited its own certifications. Now operating officers certify and the accounts office audits. The new practice has made for sense and simplicity, as well as for safety. Documents are now signed, wherever possible, by officers having personal knowledge of the facts to which they put their names, and the meaningless authentication of forms by officers whose signatures are necessarily mere formalities has disappeared.

*Personnel office*—When the chief clerk's office was abolished in June 1940, and the Administrative Department established, the personnel section of the chief clerk's office became the personnel office of the Library with a director of personnel at its head. It was given responsibility for

interviewing applicants and for filing and classifying applications. It was to maintain personnel records, including those formerly maintained in the office of the superintendent of Library buildings and grounds. It was directed to co-operate actively with the Civil Service Commission in classification matters. It was assigned responsibility for the execution of approved personnel policies. It was charged with the duty of hearing grievances and handling appeals from efficiency ratings and decisions as to classification. The Library's emergency room and the nurse were placed under the supervision of its director.

The duties of the office, broadly described in 1940, were more precisely defined by General Order No. 1191 of July 7, 1943, issued when the administrative units of the Library, including personnel, were transferred to the office of the chief assistant librarian. By this latter order the personnel office became responsible, under the direction of the chief assistant librarian, for the full personnel management of the Library, including all matters relating to recruitment, placement, classification, employee relations, grievances, training, health, safety, pay rolls, efficiency ratings. It is responsible not only for the maintenance of central personnel records of leave, retirement, and employee status but also for the study and development of new policies and procedures as they become necessary.

Reorganization in the personnel field was not limited, however, to the administrative organization of the office. It extended to personnel policy as well. Library unions were recognized and encouraged as valuable instruments of good administration. A promotions policy, calling for the posting of vacancies, was worked out in co-operation with Library unions and staff members. A grievance procedure, which has been widely and favorably commented on in the govern-

ment, was developed in extended conversations in my office between representatives of the unions, representatives of the staff generally, and administrative officers. A staff advisory committee was set up at the suggestion of union representatives and has functioned effectively for two years as a channel for employee proposals and criticisms and as an originator of administrative suggestions of its own. A professional forum meets once a month under the chairmanship of the Librarian in his professional, rather than his official, capacity to hear accounts of Library operations and to discuss the central unsolved problem of a librarian's work—the catalog (or other) control of the constantly increasing mass of printed and near-printed material.

These latter innovations are parts of a general pattern of development which one will approve or disapprove as he approves or disapproves government by discussion. There are those, of course, who disapprove of it—and not all of them live in totalitarian states. Men of certain temperaments find talk annoying—particularly talk in public enterprise. Talk, they say, wastes time. And they are right, of course. But talk, kept within proper limits, can save time also and can gain what time alone might lose. In any event, my colleagues and I—most of my colleagues, at least—believe firmly in government by discussion and believe, further, that experience has justified our belief. We conduct the Library's central administration through the Librarian's Conference, a daily meeting of department heads and principal administrative officers which debates policy decisions and in which principal administrative assignments are made.

Final responsibility for decision is still, of course, the Librarian's, as it must be by law, but conference discussions insure a hearing for all points of administrative view and keep the Library's various offi-

cers informed of each other's activities with the result that administrative interchangeability becomes a practical possibility rather than a paper theory. No officer of the Library of Congress feels that he and he alone can do his job. Others can do and have done it. Mr. Clapp, originally a reference man, ran the Administrative Department for three years and now heads the Acquisitions Department. Dr. Evans, originally head of legislative reference and later head of the Reference Department, is now, as chief assistant librarian, the director of the administrative services previously run by Mr. Clapp. Dr. Hankins, whose principal responsibility as director of the Hispanic foundation has been to foster sound relations with the cultural and learned institutions of the other American Republics, is assistant director of the Reference Department in charge of public reference. Administrative officers of the Library have been warned that they are to move from department to department to insure the Library of Congress against the academic isolationism which has had such harmful effects in American universities and, through the universities, on American education. I hope they believe the warning was seriously intended.

Government by discussion is not, however, limited to the Librarian's Conference. Both the Processing and Acquisitions departments have committees, under the chairmanship of their directors, on the policies of their operations, the members of which include the principal officers of other units concerned in, or affected by, their work. Bibliographical and other publications are planned by a committee under the chairmanship of Dr. Hankins. And an effort was made before the war, an effort which we hope to renew when the war is over—to plan the relation of the Library of Congress with the learned world and particularly with other libraries through, and with the advice of, a group of scholars, librarians, and lovers of books.

whom we have called, in their informally corporate capacity, the "Librarian's Council"

I should like to end a paper, which is already far too long, on this theme. Whatever else our reorganization has accomplished—and I hope and believe it has provided a sensible, orderly, and manageable structure, strong enough to support the great future of which the Library of Congress is so manifestly capable—whatever else the reorganization of the Library

has accomplished, it has given, I trust, an increasing number of men and women the sense of participating creatively and responsibly in a work which all of them may well feel proud to share

If it has done that, I shall feel that my five years as Librarian of Congress, meager as their accomplishment must necessarily seem by comparison with the great decades which went before, were not without their value to an institution I have learned not only to respect but love

## Chapter VI

# Personnel

**Q**UALIFICATION, industry, resourcefulness, and experience are, of course, the measures of staff effectiveness. In spite of the fact that standards for employment were necessarily lowered during the war period and many applicants were appointed whose qualifications left much to be desired, the Library staff, as a whole, demonstrated once again its competence and professional skill.

An index of the condition is discoverable in statistics of staff turn-over. Separations from the service increased from 745 in 1944 to 915 in 1945, and new appointments rose from 779 in 1944 to 840 in 1945, partly the result of short-term employment required to meet emergencies. Many of these temporary positions were terminated on, or before, June 30. In addition, a departure from a former practice of engaging part time assistants brought about a number of releases, especially toward the close of the school year when more full-time candidates became available. Resignations increased slightly, 562 in 1945, as opposed to 531 in 1944. Other separations show a decrease, there were 10 fewer dismissals, 3 fewer retirements, and 25 fewer military furloughs than in the preceding year. However, an assumption that a more stable personnel situation is in prospect may be drawn from the fact that the number of promotions dropped from 318 to 164, and transfers from 555 to 340.

Substantial progress has been made in our recruitment program. Closer contacts between the Personnel Office on the one hand and the division and department offices on the other have given placement authorities a wider knowledge of existing

vacancies and a more intimate sense of the qualifications, educational and personal, required of those who would fill them. A revised code for recording the special competencies of applicants and employees has been adopted. Arrangements have been made whereby persons in distant sections of the country, familiar with our requirements, interview, and report on, applicants for Library positions. The full development of these arrangements will not only sharply reduce the necessity for candidates to undertake costly and sometimes disappointing trips to Washington, but, conversely, will provide a more evenly distributed geographical representation on our rosters and assure a more satisfactory basis for selection.

In the spring of 1945, emissaries from the Library visited the major colleges and universities in the Middle Atlantic region in order to enlist the interest of outstanding students in careers of librarianship, and so successful was this experimental expedition that we propose in the future to expand these tours to cover centers of learning in all parts of the United States.

Moreover, in order to afford the more promising graduates of library schools an opportunity to secure first-hand knowledge of the operations of their national library, the Library of Congress is offering for the fiscal year 1946, three internships in administration. Nominations will be submitted by the American Library Association's Board of Education for Librarianship, and the interns so chosen will be assigned respectively to the offices of the Chief Assistant Librarian, the Director of the Reference Department, and the Director of the Processing Department.

ment, at basic salaries of \$2,300 per annum.

Finally, as regards the recruitment program, letters, announcements and circulars relating to openings, present or prospective, have been dispatched to alumni offices and heads of institutions, as well as to individuals with whose training we are familiar and who have asked to be kept informed.

At the invitation of the Library, the Administrative Management Division of the Bureau of the Budget undertook, beginning in July 1944, a study of the use of manpower in certain areas of the Library. Ralph W. Burton and John A. Donaho, deputed for the purpose by the Director of the Bureau, and assisted by the Library's Director of Personnel, Byron F. Lindsley, directed a four-month survey of the Acquisitions Department. This resulted in a report containing many recommendations for the improvement of the service, a number of which were put into force immediately, while others have been adopted subsequently, and still others have resulted in arrangements for further study of particular problems.

The Classification Section of the Personnel Office has been primarily occupied with the maintenance (on a current basis) of position-classifications throughout the Library. Surveys were completed in the Stack and Reader Division and in the Examining and Correspondence Sections of the Copyright Office. A survey of the Loan Division had been undertaken, but not fully completed by the end of the year. Altogether 308 positions were described and submitted to the Civil Service Commission for allocation, descriptions for 354 positions were returned from the Commission, 51 of which were submitted in fiscal year 1944. Of these, 146 were returned from the Commission with approved increases in salary, 114 were returned without changes in compensation, 2 resulted in lowered remuneration, and 92 new posi-

tions were approved at the grades recommended.

Despite inadequate clerical assistance and unsuitable accommodations during the early part of the year, the Employee Relations Section has continued its useful service. Counseling interviews numbered 3,066, of which 974 related to job relations and 951 to financial problems. The 1,141 remaining were concerned with such matters as education, health, housing, domestic affairs, and the use of leisure time. Six hundred and seven "exit" interviews were held with those about to sever their connections with the Library resulting in the decision of 156 employees to remain. Arrangements were made for the treatment of 45 employees by the Public Health Service, and hospital treatment was provided for 9 others, 23 were served by the Office of Vocational Rehabilitation, 7,473 patients were treated in the First Aid Rooms within the Library buildings, and group hospitalization was provided for 467 persons.

In accordance with the procedures established by General Order 1177, issued March 15, 1943, for the disposition of grievances, five appeals were considered by the grievance panel and the efficiency rating boards of review. The reduced number of appeals is explained in many cases by the successful intervention of the Employee Relations Section.

The number of interviews concerned with conditions of employment and with problems of supervision is further evidence of the serious need for a carefully planned and implemented program of in-service training. That so little has been accomplished in that direction has been caused by the lack of a staff trained for the specific purpose. Consequently 1945 found the Library in position to do little more than continue the beginnings made late in 1944 in the training of supervisors. A Job Relations Training program was organized on January 22, 1945, and 56

supervisors participated in its sessions. An institute on descriptive bibliography was conducted under the supervision of the Director of the Processing Department with satisfactory result, and supervisory training conferences were initiated in the Card Division. Two members of the Library staff, Katharine W. Clugston and Isaac Goldberg, completed the six months' administrative intern course for Federal employees sponsored by the Council of Personnel Administration. Plans are being formulated which will provide systematic courses of instruction, and which will require the full-time service of a training specialist whose duty it will be to develop adequate training programs throughout all divisions and departments of the Library.

Some things have been accomplished toward the development of more equitable efficiency rating procedures. Five boards of review were established, and staff committees were appointed for the purpose of translating the elements on the prescribed rating form sheet into terms of reference defined by each employee's job description. The definitions thus established became the basis for ratings throughout the Library.

Staff organizations have continued their participation in the discussion of Library problems. The Professional Forum, composed of all professional members of the staff as well as those in higher subprofessional and administrative positions, held nine meetings in the Coolidge Auditorium. Among the topics were Descriptive Cataloging—Its Contribution to Library Service, The Work of the Subject Cataloging Division, The Work of the Card Division, Description of the Library of Congress Catalogs. Of particular interest was a meeting on November 1, 1944, at which Fremont Rider, Librarian of Wesleyan University and author of *The Scholar and the Future of the Research Library*, discussed his proposals for the use of micro-cards. The

last four of the year's meetings were devoted to panel discussions on the *Selection of Library Material and Its Treatment*.

The Staff Advisory Committee, organized as an advisory group to collect and communicate employee opinion regarding working conditions in the Library and to make recommendations for the improvement of the service, contributed numerous suggestions for study by the Library administration. Other proposals of a generally similar character came from the employee unions. Local 1 of the United Federal Workers of America, and No. 626 of the National Federation of Federal Employees.

Participation in the American Red Cross Blood Donor program, which officially ended in August 1945, included 304 members of the Library staff who gave a total of 914 pints of blood. David J. Havkin held the highest record with a total of 18 pints, Alice Kenton was second with 14 pints, and 18 other members of the staff were eligible for the Gallon Club. At the end of the program, which had been under the general chairmanship of Faustine Dennis until March 1944 when the responsibility was assumed by Veronica Seitz, the Library was awarded a certificate of appreciation for outstanding cooperation with the American Red Cross Blood Donor Service.

The Library has continued its success in meeting (and usually exceeding) the quotas set for it in War Loans, the Red Cross Drive, and the Community War Fund Campaign. Credit for this proud record belongs to Ernest S. Griffith and Kenneth N. Ryan for their leadership.

It is not possible, of course, to name, within the necessary limitations imposed on one report, all members of the Library staff who have rendered distinguished service during the year. The exceptional records of achievement in certain divisions and units have been remarked in other chapters.



In the Introduction of this Report I have mentioned, with thankfulness, the fortunate relationship in which I stand to one who is the dean of the library profession in America (and indeed in the world) and who is the principal architect of the present services and collections of the Library, Herbert Putnam, the Librarian Emeritus. I do not wish to conclude this chapter without once more alluding to Dr. Putnam, to the devotion of his attendance and to the vigor of his mind and person. In clarity of thought, and beauty and forcefulness of expression, whether written or spoken, extemporaneous or calculated, he surpasses all of us who may be proud to call ourselves his contemporaries. To know him is to understand the force that made the Library of Congress great, to have his friendship and assistance is a strong guarantee that the Library will not recede or stand still.

Mention, also, should be made of the administrative accomplishments of the directors of departments, who have so efficiently and effectively participated in the management of the Library. In addition to their heavy responsibilities in the supervision of their own departments, they have taken an energetic and enthusiastic part in the overall development of Library policies.

My own greatly overburdened office staff, likewise, deserves mention for its loyal and effective service, and for its spirit of friendly cooperation with the Library staff as a whole and with members of agencies of Government, representatives of other libraries and institutions, and the public who have dealings with my office.

Harold Spivacke, in addition to his services as Chief of the Music Division, accepted during the period April 3, 1945, to September 1, 1945, the additional duties of Acting Assistant Director for Public Reference Service in the Reference Department. As a member of the Librarian's Conference throughout this period, Dr. Spivacke repeatedly demonstrated his

quality as a wise counselor and an informed critic of important matters requiring policy decisions.

As Editor of the *United States Quarterly Book List*, Joseph P. Blickensderfer deserves special commendation for his success in establishing this new review on a firm foundation, and for his unselfish willingness temporarily to accept, on July 1, 1945, the additional burden of directing the Division of Books for the Adult Blind.

Manuel Sanchez has earned the lasting gratitude of the Library for his resourceful and imaginative work as the Library's Foreign Representative. In Portugal, Spain, North Africa, Sicily, Italy, and France, Mr. Sanchez demonstrated unusual ingenuity and industry in securing publications for the Library and in establishing exchange relationships with foreign institutions. It is with genuine regret that I announce his resignation from the staff of the Library on June 30, 1945, to become the Publications Procurement Officer of the Department of State in Paris. It was his complete success, under most trying and difficult conditions, in procuring materials for our collections which led to his new appointment. Although no longer actually a member of our staff he will (most fortunately for us) be in position to continue his cooperation with our acquisitions officers.

To John W. Cronin must go special credit for his services as Acting Assistant Director of the Processing Department in addition to his duties as Chief of the Card Division for a considerable period prior to the confirmation of his appointment as Assistant Director on October 1, 1944. Mr. Cronin, who has been assigned responsibility for production and the general oversight of the flow of work in all divisions of the Department, has devoted intensive and intelligent study to the development of the control records of all cataloging and binding operations.

The outstanding work of Frances Cheney

in the General Reference and Bibliography Division demonstrated her skill as a reference librarian and bibliographer. The bibliographies on *Sixty American Poets, 1896-1944* and *Universal Military Training* are examples of her distinguished contributions to the Library's list of publications during the year. It was with regret that her resignation, effective on April 27, 1945, was accepted to permit her return to her former post as Reference Librarian at the Joint University Libraries, Nashville, Tennessee.

Once again, acknowledgment should be made of the effective and loyal service of Alva B. Walker, who served throughout the year as Acting Secretary of the Library. The successful integration of the Mail and Delivery Division with the Office of the Secretary has been due to the capable work of Mrs. Walker and her assistants, including Archibald T. Robinson, whose administration of the Delivery Section has been particularly notable.

Maude Cole, an assistant in charge of accessioning in the Exchange Section of the Exchange and Gift Division, gave outstanding service in the very arduous task of receiving, sorting, accessioning, and routing the great mass of materials which daily pass into the Exchange Section.

The abiding gratitude of the Library of Congress belongs to Richard C. DeWolf, who performed with personal and public distinction his duties as Acting Register of Copyrights from January 1, 1944, until January 31, 1945. Mr. DeWolf continued his association with the Library as a Consultant in the Copyright Office until his retirement on May 31, 1945.

The Library is grateful also to Herbert A. Howell, who, as Acting Assistant Register of Copyrights during this period, has given loyal and outstanding service.

In accordance with those sections of the Mead-Ramspeck Act of 1941, which provided within-grade increases in salary for "especially meritorious" service, standards,

criteria, and procedures to govern such increases in the Library of Congress were established and announced to the staff on November 24, 1944 (General Order 1234). "Especially meritorious" service was defined as work that is of outstanding value to the Library, related to the employee's position or employment, of an unusual or distinctive character, and is an incentive to others. A Committee on Meritorious Increases, consisting of five members appointed annually by the Librarian, was established to investigate and decide upon the merits of nominations, which are submitted by the supervisor through the division chief and department director to the Director of Personnel. During fiscal year 1945 the Committee on Meritorious Increases approved an "especially meritorious" increase for the following members of the Library staff: Mary Lou Burgan, Copyright Office, for her suggestions for the improvement and simplification of reports required of employees in her section; Oliver A. Dudley, Music Division, for his effective supervision of the service and care of the stacks despite unusual wartime difficulties; William C. Miller, Copyright Office, for constant diligence displayed in furthering and encouraging cooperation between the Copyright Office and other divisions of the Library; Mary Nolan, Descriptive Cataloging Division, for surpassing the requirements of an excellent employee in seeing that the work of her unit was performed with utmost efficiency and on schedule; Manuel Sanchez, Acquisitions Department, for extraordinary productivity and resourcefulness during his assignment as Foreign Representative of the Library of Congress; and James O. Sutton, Serials Division, for his outstanding work in connection with the return of evacuated materials.

The Library's Consultant in Poetry in English during fiscal year 1945 was Robert Penn Warren, who, in addition to

acting as editor of three issues of the *Quarterly Journal of Current Acquisitions*, checked the Library's holdings and recommended purchases in the field of American poetry for the period 1860 to 1910. Mr. Warren has done the Library a further service in arranging with 13 poets and 3 novelists for the sound recording of their works, and as secretary *ex officio* of the Fellows in American Letters has made an enduring contribution to the Library's efforts to enrich our native literature.

On September 4, 1945, Louise Bogan, distinguished poet and critic, succeeded Mr. Warren as Consultant in Poetry in English. Miss Bogan, whose column in *The New Yorker* has been for some time an important influence, has long held a high and secure place in contemporary American literature. Her principal works are *Body of This Death* (1923), *Dark Summer* (1939), *The Sleeping Fury* (1937), and *Poems and New Poems* (1941).

Other additions to the Library's distinguished list of Consultants and Fellows were Jorge Aguayo, Assistant Director of the University of Havana Library, who served as Consultant in Library Science during the period June 18, 1945 to August 12, 1945, under the program fostered by the Division of Cultural Cooperation of the Department of State, James Waldo Fawcett, noted collector and editorial writer of the *Washington Evening* and *Sunday Star*, who was appointed Honorary Consultant in Philately on June 2, 1945, Fritz Karl Mann, formerly professor of economics in the University of Cologne and founder-director of the Institute for International Finance, who was named Fellow of the Library of Congress in Foreign Public Finance on August 15, 1944, Kurt Pinthus, dramatic critic and author of several works on the European theater, who was appointed Consultant on the Theater Collections from September 8, 1944 through June 30, 1945, under a grant from the American Philosophical

Society, Canon Raymond Lee Wollen, of the Washington Cathedral, who was named Fellow of the Library of Congress in American Religious History for two months beginning November 13, 1944, and Willard O. Mischoff, from the Office of Education, who was appointed Fellow in Education beginning August 21, 1945.

Appointments to the Library staff which should be noted in this Report are the following:

Burton W. Adkinson, formerly assistant chief of the Map Intelligence Section of the Office of Strategic Services, who became Assistant Chief of the Division of Maps on August 15, 1945.

Francisco Aguilera, formerly assistant chief of the Division of Intellectual Cooperation of the Pan American Union, who was appointed Assistant Director of the Hispanic Foundation on November 6, 1944.

Thomas R. Barcus, former librarian of the University of Saskatchewan, who joined the Library staff as Chief of the Exchange and Gift Division in the Acquisitions Department on May 28, 1945.

John G. Bradley, for 10 years director of motion picture activities in the National Archives, who became Director of the Motion Picture Project of the Library of Congress on July 6, 1945.

Benjamin A. Custer, who became Head of the Slavic Cataloging Project on December 11, 1944, following his release from the Signal Corps of the United States Army.

Leslie Dunlap, former assistant librarian and head of the Acquisitions Department at the University of Wisconsin, who was appointed Assistant Chief of the General Reference and Bibliography Division on May 1, 1945.

Duncan Black Macdonald Emrich, who was appointed Chief of the Archive of American Folk Song on October 15, 1945, following two years of service with the Supreme Headquarters of the American Expeditionary Force.

Theodor Herzl Gaster, distinguished scholar in the field of Semitic literature, who became Chief of the Hebraic Section of the Orientalia Division on April 1, 1945

Harold W. Glidden, who left the Office of Strategic Services to accept the appointment of Chief of the Near East Section of the Division of Orientalia on August 20, 1945

Frederick R. Goff, Assistant Chief of the Rare Books Division since August 16, 1941, who was named Chief of that Division on March 1, 1945

Alton H. Keller, who was appointed Chief of the Order Division on March 1, 1945, after having served successfully as Acting Assistant Chief and later as Acting Chief

John Lester Nolan, former Chief of the Exchange and Gift Division, who became Selection Officer and Editor of the *Quarterly Journal of Current Acquisitions* on January 1, 1945

Donald G. Patterson, former Chief of the Stack and Reader Division, who was appointed on March 16, 1945, Assistant Director for Circulation Service in the Reference Department

Gustav Peck, formerly Consultant on Manpower, War Production Board, who was appointed Analyst in Labor in the Legislative Reference Service on September 4, 1945

Nathaniel Stewart, previously chief of the Training and Publications Unit of the United States Office of Censorship, who joined the Library staff on December 16, 1944, as Chief of the Card Division

Mortimer Taube, former Assistant Chief of the General Reference and Bibliography Division, who was appointed Assistant Director for Operations in the Acquisitions Department on January 1, 1945

Frederick H. Wagman, formerly regulations officer for the Chief Postal Censor, United States Office of Censorship, who joined the staff of the Library on September 24, 1945, and was assigned on October

1 to the post of Acting Director of Personnel in the temporary absence of Byron F. Lindsley

Sam Bass Warner, former head attorney for compliance in the War Production Board and professor of law in the Harvard Law School, who was appointed Register of Copyrights on February 1, 1945

Francis O. Wilcox, formerly associate professor of political science, University of Louisville, who joined the staff of the Legislative Reference Service on March 26, 1945, as Analyst in International Affairs

It is my sad duty to report the death on May 15, 1945 of Charles Martel, who had brought great distinction to the library profession as a whole and who throughout his 48 years of service in the Library of Congress, had done so much to give it scholarly stature and technical prominence. His death followed his retirement from the staff on May 1, 1945

Mr. Martel came to the Library of Congress from the Newberry Library in Chicago late in 1897 as chief classifier, and served in this capacity until 1912. It was during this period that his great achievement in devising the Library of Congress classification schedules was completed. From 1912 to 1930 he was Chief of the Catalog Division. In 1928 he was invited by the Carnegie Endowment for International Peace to join William Warner Bishop and the late J. C. M. Hanson in forming a commission to plan a central card catalog of the printed book collections of the Vatican Library. From 1930 until his retirement he served the Library of Congress as Consultant in Cataloging, Classification, and Bibliography.

The passing of Charles Martel is a major loss to librarians, not only in this country, but abroad as well for by reason of his remarkable combination of bibliographical, technical, and linguistic erudition, as well as his extreme readiness, without regard to formal hours, to help others find

the way he had no peer. He was a pioneer in international—and national—library cooperation and, through his technical work in cataloging and classification, he had contributed to the establishment of the general form of library catalogs throughout the world.

The Library staff was saddened by the death on September 25, 1945 of Cecil K. Jones, whose career in the Library of Congress extended over a period of 43 years. From 1938 to 1940 he was Chief of the Classification Division, and from 1940 until his retirement on May 1, 1945, he served as Director of the Hispanic Foundation Catalog. In the field of Hispanic-American bibliography he was one of the leaders in the United States. He assisted in launching the Inter-American Bibliographical and Library Association, was a corresponding member of the Hispanic Society of America, and a member of the *Instituto de las Españas*.

Samuel M. Croft, who retired from the service of the Library of Congress on May 15, 1944, after 48 years of faithful service, died on November 17, 1944. Mr. Croft, who began his career as an employee of the Copyright Office on March 9, 1896 (when the Library was located in the Capitol), was in charge of the Mail and Delivery Division from the time of its organization in the fall of 1897 until his retirement.

Edward L. Burchard, Chief of the Order Division in the Library of Congress in 1904 and 1905, died at Freeport, Ill., on November 29, 1944. Mr. Burchard, prominent for many years as one of Chicago's civic and educational leaders, was serving as consultant to the Chicago Recreation Commission at the time of his death.

The Library's losses by war have continued to be heavy. On April 10, 1945, Edward H. Edens, Sergeant, United States Army, was killed in action near Schweinfurt, Germany. Mr. Edens was employed as a stack attendant in the Reading Rooms

Division from September 25, 1942 until May 31, 1943, when he left to enter the Army.

John W. Ell, Second Lieutenant, United States Army, was killed in action September 18, 1944, during the invasion of Holland. Mr. Ell was a member of the staff of the Card Division from April 14, 1941 to May 5, 1941, and of the Law Library from that date until his induction on August 7, 1941.

On October 31, 1944, John Francis Mullaney, Private First Class, United States Army, was killed in action in Italy. Mr. Mullaney joined the staff of the Card Division on June 18, 1941. He was the only son of Joseph E. Mullaney, Captain of the Library Guard.

Charles B. Rossi, Aviation Radioman First Class, United States Navy, was killed in action during the bombing of Tokyo by carrier-based planes on February 23, 1945. Mr. Rossi was employed in the Mail and Delivery Division from June 10, 1941 to the following August 3 when he enlisted in the Navy.

Waldo E. Schmitt, Captain, United States Army, died on October 5, 1944, while a prisoner of war in Germany. Mr. Schmitt served as an assistant in the Maps Division from December 1, 1938, until he was called into active service as a Second Lieutenant with the Maryland National Guard in January 1941.

Other deaths among members and former members of the Library staff were the following: Ollie Lancaster, an employee in the Library Buildings Division since February 3, 1932, who died on May 27, 1945; George W. Nicholas, an employee of the Mail and Delivery Division since 1924 (except for a brief period of service in the Accessions Division), until his retirement on May 31, 1945, who died on July 10, 1945; and Arnold T. Nystrom, a member of the staff since 1938, who died on June 29, 1945.

Through retirement were lost the serv-

ices of an additional number of employees who had given long and devoted service to the Library of Congress. The retirement, on May 31, 1945, of Richard C DeWolf, Acting Register of Copyrights from January 1, 1944, to January 31, 1945, has already been mentioned. Other members of the staff of the Copyright Office who retired during fiscal year 1945 were Maja Crocker (February 28, 1945), Matthew Lyons (February 28, 1945), and Adelaide Rutledge (November 30, 1944).

Virginia C Ross, reviser in the Descriptive Cataloging Division, retired on December 31, 1944, after 38 years of service in the Library.

Harry R Collins, former Assistant Chief of the Mail and Delivery Division, retired on December 31, 1944.

The following members of the Library Buildings staff retired during the year: Carrie M Adams (January 31, 1945), Annie Butler (October 31, 1944), Katie Mack (December 31, 1944), Annie E

Robison (December 31, 1944), and Emmie M Ward (June 30, 1945).

Resignations from the staff during the year include the following:

Benjamin A Botkin, who resigned as Chief of the Archive of American Folk Song on May 31, 1945, to pursue a literary career.

Myron B Smith, who resigned as Chief of the Iranian Section of the Orientalia Division on September 23, 1944, to accept a fellowship for language studies granted by the Oriental Institute of the University of Chicago.

Robert C Smith, who resigned as Assistant Chief of the Division of Prints and Photographs and Exhibits Officer on June 30, 1945, to join the faculty of Sweet Briar College.

Alexander B Toth, who resigned as Assistant Selection Officer on March 18, 1945, to become Publications Procurement Officer in London for the Department of State.

## Chapter VII

# Finance

A GROSS total of \$5,256,723 was available to the Library of Congress for obligation during fiscal year 1945. Of this sum, \$4,605,805 was appropriated by Congress, \$83,701 was furnished from appropriations made to other Government agencies, \$310,850 (including receipts from sale of photostats and recordings) was supplied by private gifts or grants of one kind or another, and \$256,367 was carried forward as an unexpended balance from the prior fiscal year still available for obligation during fiscal year 1945.

Obligations incurred during the year amounted to \$4,870,070, leaving an unobligated balance, at the close of the fiscal year, of \$386,653. Of this unobligated balance \$277,746 remained available for obligation during the fiscal year 1946, and \$108,907 lapsed for obligation purposes.

Of the \$277,746 remaining available for obligation during fiscal year 1946, \$32,696 is available for the purchase of books and other library material under the appropriation title "Increase of the Library of Congress, General, 1945 and 1946", \$36,240 is for the purchase of law books under the appropriation title "Increase of the Library of Congress, Law Library, 1945 and 1946", \$15,049 is available by transfer from the Department of State for the operation of the American Music Loan Libraries Project, and \$193,761 is available from Trust Accounts.

Gifts for immediate expenditure received during the year included \$100,000 from the Rockefeller Foundation for Grants-in-Aid for Studies in the History of American Civilization, and \$47,800, also from the Rockefeller Foundation, for Cataloging

and Organization of Slavic Material in the Library, from Mrs. Gertrude Clarke Whittall toward the expenses of concerts of the Whittall Foundation, \$4,700, and for the purchase of Mendelssohn's letters and manuscripts, \$6,500, from the American Philosophical Society for investigating the dramatic holdings of the Library of Congress, \$1,800, from Mrs. Elizabeth Sprague Coolidge toward expenses of concerts, \$1,000, from the bequest of Percy Lee Atherton for the Music Division, \$1,000, and from the New York Public Library for publications on contemporary history of Brazil since 1922, \$350.

An additional endowment fund was received by the Trust Fund Board of the Library of Congress during the year—the bequest of Bertha L. Elson. From this bequest \$12,585.03 was deposited in the Permanent Loan account of the United States Treasury. The proceeds from \$6,000 of this fund are to be used for one or more free lectures each year upon subjects associated with music or its literature. The proceeds from \$6,585.03 are to be expended as the Librarian may deem best calculated to foster the interest of the public in music or in the literature of music.

Income from investments held by the Library of Congress Trust Fund Board amounted to \$80,931. The Permanent Loan account in the Treasury amounted at the end of the year to \$1,362,932, an increase over the previous year of \$65,646. The income for the year was \$53,403 as compared with \$51,587 for the previous year. The Investment Account at the end of the year was valued at \$383,761, the

income for the year being <sup>1</sup> \$27,528. The total of the Library's endowments, through the Trust Fund Board, was thus \$1,746,693.

Of the \$83,701 transferred to the Library from other Government agencies, \$40,110 was transferred by the Department of State for services in connection with the Department of State's program of cooperation with the other American Republics, \$20,000, also transferred by the Department of State, for the operation of the American Music Loan Libraries Project, \$16,391 by the Office of Strategic Services for a special reading room service in the Library, and \$7,200 by the Coordinator of Inter-American Affairs for the abstracting of material of interest to his office.

During the year there was deposited into the Treasury of the United States as miscellaneous receipts \$337,377 revenue from copyright fees, \$363,097 from sale of card

<sup>1</sup> Includes \$9,099 from the Huntington Fund, the principal of which is not held by the Trust Fund Board.

indexes, and \$9,199 from other miscellaneous receipts.

During the past year the Photoduplication Revolving Fund received \$78,522 and incurred obligations amounting to \$89,901. The capital of the fund at the end of the year amounted to \$15,146. This does not include accounts receivable of \$22,256 and equipment and supplies on hand.

The receipts of the Revolving Fund of the Recording Laboratory during the year amounted to \$18,759, and obligations incurred amounted to \$15,976. The capital of the fund at the end of the year amounted to \$10,746. This does not include accounts receivable in the amount of \$6,425, and equipment and supplies on hand.

During the year the Disbursing Office of the Library issued 9,796 U. S. Bonds having a maturity value of \$499,675. As of June 30, 1945 there were 912 employees participating on the pay-roll deduction plan for the purchase of War Bonds.



# THE COPYRIGHT OFFICE

REPORT TO THE LIBRARIAN OF CONGRESS BY THE REGISTER OF COPYRIGHTS

WASHINGTON, D. C., *October 26, 1945*

SIR The Copyright business and the work of the Copyright Office for the fiscal year July 1, 1944 to June 30, 1945, inclusive, are summarized as follows

First I have the honor to submit my report as Register of Copyrights for the fiscal year ending June 30, 1945. I desire to pay tribute to my predecessor, Richard C. DeWolf. Mr. DeWolf joined the staff of the Copyright Office in 1907 and, except for a few years spent in the practice of law, remained with it as attorney, Assistant Register, Acting Register, and Special Consultant to the Register until his retirement in May of this year. During all those years he gave the Copyright Office loyal service, ability of a high order, and sound legal judgment. I am deeply grateful to him for remaining for a time following my appointment and for giving me the benefit of his rich experience in, and broad knowledge of, copyright law and the procedures of the Office.

## *Increase in Applications for Registration of Copyrights*

The principal function of the Copyright Office is to register claims of copyright presented to it. This work necessarily varies with business conditions and other factors that affect the number of copyrightable works annually produced both here and abroad. Thus the number of copyrights registered rose 82 percent in that prosperous decade which followed the first World War, and dropped 40 percent in the ensuing years of depression, though this decrease may be explained, at least in part, as the natural result of an increase in the fees charged. Between 1933 and 1942 registrations increased 33

percent to 182,232. In 1943 they declined 21,443, but rose again in 1944 and 1945 and at the end of fiscal year 1945 stood at 178,848.

The total number of copyright registrations declined less than 2,000, not 2 percent, from 1941 to 1945, but the over-all figures give a false impression of the effect of World War II on the business of the Copyright Office. For example, shortages in paper and photographic materials cut in half the production of books and photographs, enemy action reduced the number of foreign deposits to less than a tenth of the number recorded in 1941, and a general curtailment in nonessential civilian enterprises caused a marked decrease in registrations of works of art, maps, drawings, and motion picture photoplays. On the other hand, the war seems to have stimulated, or at least not interfered with, musical expression for there was a gain of 36 percent in the number of musical compositions copyrighted in the last four years which amounted to 57,835. Periodicals, commercial prints and labels, and motion pictures other than photoplays also increased during the war.

It is impossible to foretell what the business of the Copyright Office will be in the years immediately following the war, but a marked increase is probable. The six years following the first World War witnessed a 53 percent increase in the number of registrations. The shipment of all varieties of copyright materials from abroad has been so hampered by the conflict that a flood will almost certainly replace the mere trickle which came through in fiscal 1945. In fact, several thousand items arrived between the end of the year and the writing of this report. Additional copyright application blanks re-

quested for use in France alone have been 5,000. American publications should also increase. Not only has the war prevented the printing of many works but millions of Americans have had the stimulus of new experiences, which should be reflected in literary and artistic creation. If to the effect of the war should be added economic prosperity rivaling that of the period 1918 to 1928, it seems not unlikely that copyright registrations will increase more than the 80 percent which they then did.

An increase in the productivity of authors, composers, artists, photographers, draftsmen, and advertisers leads not only to an increase in the number of copyright registrations, but also to an increase in the number of inquiries submitted on questions of copyright. In fact, as the war drew to a close, there was such an expansion of public interest in copyrights that the searching staff of the Copyright Office is unable currently to keep abreast of its work.

### *Seizure of Enemy Copyrights*

The Trading with the Enemy Act authorizes the Alien Property Custodian to vest title to American copyrights held or controlled by enemy nationals. By virtue of this Act, he sent us during fiscal 1945 vesting orders covering 57,895 publications and issued many licenses authorizing American citizens to reproduce foreign works, thus making available to American scientists engaged in furthering the war effort much useful information which otherwise would have been denied them.

The Copyright Office recorded the orders covering such seizures and conducted many searches to inform prospective licensees of the history and status of the copyrights vested. Until their ultimate disposition is determined by Congress, it is impossible to predict how much work their seizure will throw upon the Copyright Office in future years. If licenses or assignments are granted for all or a large

part of the copyrights seized the Copyright Office may have to note the change on over 150,000 index cards as well as on the original records.

### *International Copyright*

The Inter-American Academy of International and Comparative Law and the Inter-American Federation of Societies of Authors and Composers held conferences at Havana in January of this year. The Copyright Office was ably represented by Herbert A. Howell, Assistant Register, who took an active part in the discussions.

The meeting of the Inter-American Academy was devoted to considerations of comparative and international law, including copyright law. The basic theme was encouraging improvement and greater uniformity in the laws of the different American countries on matters affecting their mutual interests. For example, at the session devoted to copyright law, the principal topic was a projected postwar universal copyright convention, and it was generally agreed that this could best serve its purpose by ultimately combining and harmonizing the Buenos Aires Copyright Convention of 1910 with the Berne Copyright Convention, as revised at Rome in 1928.

The Conference of the Inter-American Federation of Societies of Authors and Composers was devoted almost exclusively to copyright law as it affects the several republics. Its objectives were to obtain in all the American countries the broadest possible protection for authors and composers, to improve copyright laws and inter-American relations on the subject of copyright, and to assist the affiliated societies by creating a center for the exchange of information. The Buenos Aires Copyright Convention of 1910, which has been ratified by the United States and 13 Latin American countries, was accepted as the basic instrument. Mr. Howell recommended that the governments of the re-

maining seven Latin American countries be urged to ratify this Convention forthwith and that any changes proposed in the terms and principles of the original convention be carefully weighed so as not to jeopardize general ratification. The task of suggesting certain emendations to bring this Convention more completely into harmony with present-day needs was assigned to the Pan American Union, which is presenting its views at the Ninth International Conference of American States at Lima, Peru this month.

### *Changes in Office Procedures and Re-classification of Personnel*

Both the quantity and the quality of the services rendered by the Copyright Office deteriorated during the war. Forty-five experienced members of the staff left to enter the Armed Services, and their places were either not filled at all or were of necessity filled by persons without previous knowledge of the Copyright Act and Copyright Office procedures. In an effort to save expense and labor the information contained in the catalogs of copyright entries was so reduced as to reduce the usefulness of the catalogs and to occasion some complaint from those who resorted to them. But even this did not prove sufficient to enable the Office to keep up with its work with a smaller and less experienced staff, or to give a public service comparable to that of prewar years. The arrearage mounted steadily during fiscal year 1945, giving rise to criticism because of delays in the issue of certificates or of replies to correspondence.

As the war drew to a close, it became obvious that the catalogs would have to be improved, the procedures of the Office simplified and an adequately trained and qualified staff recruited.

The need for changes in the catalogs was particularly evident with respect to the catalogs dealing with subjects not repre-

sented by competent bibliographies commercially compiled as in the case of music or motion pictures. It was suggested, for example, that the Copyright Office should issue a music catalog which would contain information as to American music comparable with the contents of the great Hofmeister catalogs for German music. Such a catalog it was contended, would be of great service not only to persons interested in copyrights in American music, to American music lovers, to music stores, and to broadcasters, but it would serve as a medium for popularizing American music abroad, particularly in South America. When the objection was raised that it would be much more expensive than the present sometimes ineffective record, it was suggested that the music catalog should be published annually rather than monthly as at present and that registrations of unpublished sheet music might well be omitted, in view of the fact that there is less public interest in such compositions. In order to satisfy the requirements of the few persons having constant need of information concerning music copyrights or who are interested in unpublished sheet music, it was suggested that the Copyright Office sell its catalog cards at cost plus 10 percent. The Copyright Office has taken these suggestions under advisement and plans to ask the views of a considerable number of interested persons before deciding what changes to make in present practices.

A study of the practices of the Office was inaugurated in the hope that ways might be found of simplifying procedures and reducing the staff necessary to perform the routine work of the Office. The possibility of accomplishing great savings by changes in the Office forms and procedures was made evident by an excellent report made during the year by Katharine W. Clugston and Isaac Goldberg, of the Library staff. In addition, a committee of four has been appointed to survey the Copyright Office

and devise better methods for the discharge of its responsibilities. This committee began its work after the close of the year and is composed of Herbert A. Howell, the Assistant Register, Louis C. Smith, the Senior Attorney, Eleanor I. Jones, Chief of the Mails, Files and Search Section, and Howard Myers, Chief of the Index Section. We look forward with interest to its recommendations.

A general survey of positions in the Copyright Office has been undertaken in order to secure for its personnel compensation commensurate with the qualifications, aptitudes, and abilities which the public has a right to expect from it.

### *Death of Mr. Cox*

In the death of John I. Cox on August 5, 1945, the Copyright Office lost one of its most capable and trusted members. Mr. Cox joined the Copyright Office staff in 1909 and for many years has been both

Chief of the Accounting Section and Secretary-Treasurer of the Library of Congress Beneficiary Association. He performed his duties in both capacities with distinction and his long service was marked by unusual devotion to his work. During a long and trying illness, he courageously returned to the Office whenever his health permitted.

### *Retirement of Mr. Lyons and Mrs. Crocker*

In February 1945, illness forced Matthew Lyons to sever his connection with the Copyright Office after 44 years of service. Throughout his many years of service Mr. Lyons was always outstanding for accuracy and careful attention paid to details.

Maja Crocker, after 27 years in the Copyright Office, retired on February 28, 1945. She was best known for the conscientious attitude she always maintained toward her duties and the efficient manner with which she performed them.

REGISTRATION BY SUBJECT MATTER CLASSES FOR THE FISCAL YEARS 1941 TO 1945, INCLUSIVE

Class	Subject matter of copyright	1945	1944	1943	1942	1941
A	Books					
	(a) Printed in the United States					
	Books proper	6,962	7,585	8,658	10,377	12,735
	Pamphlets, leaflets, etc.	27,936	27,683	27,558	33,620	31,187
	Contributions to newspapers and periodicals	4,856	4,730	3,568	5,119	5,845
	Total	39,754	39,998	39,784	49,116	49,767
	(b) Printed abroad in a foreign language	111	82	156	651	1,553
	(c) English books registered for ad interim copyright	679	602	517	509	565
	Total	40,544	40,682	40,457	50,276	51,885
B	Periodicals (numbers)	45,763	44,364	42,995	45,145	42,207
C	Lectures, sermons, addresses	1,177	1,126	629	963	1,362
D	Dramatic or dramatico-musical compositions	4,714	4,875	3,681	4,803	5,010
E	Musical compositions	57,835	52,087	48,348	50,023	49,135
F	Maps	857	494	737	1,217	1,398
G	Works of art, models or designs	1,821	1,743	1,649	2,110	2,187
H	Reproductions of works of art	186	173	221	321	343
I	Drawings or plastic works of a scientific or technical character	1,554	1,957	1,911	2,086	2,355

## REGISTRATION BY SUBJECT MATTER CLASSES FOR THE FISCAL YEARS 1941 TO 1945, INCLUSIVE—continued

Class	Subject matter of copyright	1945	1944	1943	1942	1941
J	Photographs	1, 258	1, 270	1, 042	1, 502	2, 411
KK	Commercial prints and labels	7, 403	5, 953	5, 385	7, 162	7, 152
K	Prints and pictorial illustrations	2, 634	2, 426	2, 317	2, 917	3, 058
L	Motion Picture photoplays	615	604	693	871	822
M	Motion pictures not photoplays	1, 120	1, 268	1, 074	1, 348	976
RR	Renewals of commercial prints and labels	30	44	20	27	19
R	Renewals of all other classes	11, 337	10, 203	9, 630	11, 461	10, 323
	Total	178, 848	169, 269	160, 789	182, 232	180, 647

## SUMMARY OF COPYRIGHT BUSINESS, FISCAL YEAR 1945

Balance on hand July 1, 1944		\$74, 335 67
Gross receipts July 1, 1944, to June 30, 1945		367, 402 04
Total to be accounted for		<u>441, 737 71</u>
Refunded		\$16, 139 85
Checks returned unpaid		82 80
Deposited as earned fees		337, 376 70
Balance carried over to July 1, 1945		
Fees earned in June 1945 but not deposited until July 1945	\$29, 576 50	
Unfinished business balance	13, 502 53	
Deposit accounts balance	45, 059 33	
	<u>88, 138 36</u>	
		<u>441, 737 71</u>

## FEES RECEIVED

Registrations for prints and labels	7, 403 at \$6 00	\$44, 418 00
Registrations for published works	103, 873 at \$2 00	207, 746 00
Registrations for published photographs without certificates	419 at \$1 00	419 00
Registrations for unpublished works	55, 786 at \$1 00	55, 786 00
Registrations for renewals of prints and labels	30 at \$6 00	180 00
Registrations for renewals, all other classes	11, 337 at \$1 00	11, 337 00
Total number of registrations	178, 848	
Fees for registrations		319, 886 00
Fees for recording 4,292 assignments	\$12, 274 00	
Fees for indexing 19,869 transfers of proprietorship	1, 986 90	
Fees for 2,135 certified documents	2, 135 00	
Fees for 277 notices of user recorded	277 00	
Fees for searches made at \$1 per hour of time consumed	2, 254 00	
	<u>18, 926 90</u>	
		<u>338, 812 90</u>

Respectfully submitted

SAM BASS WARNER,  
*Register of Copyrights*

## APPENDICES



## Appendix I. Statistics of Acquisitions

### A ACQUISITIONS AND TOTAL CONTENTS OF THE LIBRARY, FISCAL YEARS 1944 AND 1945

	Net accessions		Total contents of the Library	
	1945	1944	June 30, 1945	June 30, 1944
Volumes and pamphlets	572,821	481,733	7,877,002	7,304,181
Unbound serial parts (except newspapers)	857,212	572,575	3,371,202	<sup>1</sup> 2,513,990
Unbound newspaper issues	389,634	271,390	480,234	<sup>1</sup> 90,600
Manuscripts (pieces)	139,287	290,616	7,929,903	<sup>1</sup> 7,790,616
Maps and views	102,337	33,349	1,639,505	1,537,168
Microfilms (reels and strips)	11,129	7,557	43,343	32,214
Motion pictures-(reels)	2,828	3,998	11,955	9,127
Music (volumes and pieces)	38,869	23,076	1,703,599	1,664,730
Phonographic recordings (records)	17,560	17,123	123,134	105,574
Photographic negatives, prints, and slides	54,781	742,462	936,412	<sup>1</sup> 881,631
Prints, fine (pieces)	2,622	7,647	575,083	572,461
Other (broadsides, posters, etc )	94,541	11,624	231,965	<sup>1</sup> 137,424

<sup>1</sup> Estimated

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## B ACCESSIONS, FISCAL YEAR 1945, BY SOURCE AND FORM

Source	Volumes and pamphlets	Unbound serial parts excluding newspapers (pieces)	Newspapers (issues)	Manuscripts (pieces)	Maps and views (pieces)	Microfilms (reels and strips)	Motion pictures (reels)
By purchase from							
Increase of Library of Congress, General	37,502	1 25,853	1 12,955	1 1,109	1 1,003	8,065	3
Increase of Law Library	13,920	1 5,332	1 420	1 24	49	3	
Books for Supreme Court	2,484						
Guggenheim Fund	86	1 1					
Huntington Fund	2,569	1 417	1 654		1 25		
Rockefeller Fund—Archive of Hispanic Culture	1						
Rockefeller Fund—Motion Picture Project							1
Cooperation with American Republics	161					5	
Pennell Fund	1						
Whittall Fund	2						
Hubbard Fund							
Total purchases	56,726				49	8,073	4
By virtue of law, official donation or exchange from							
Copyright	45,109						638
Public Printer	341,212	{ 1 177,372 5,968 }	1 66,052		1 5,323		
U S Geological Survey					1 1,626		
Smithsonian Institute							
Regular deposit	692		1 3,134				
Langley Aeronautical Library	16		1 206				
Transfers from Federal agencies	75,128	{ 1 187,782 77,133 }	1 18,983 165,505 }	1 188	{ 1 80,737 9 }	2,997	2,178
American Printing House for the Blind	233						
Books for the Adult Blind	622	1 10					
State governments	6,427	1 70,514	{ 1 1 75 }		1 266		
Local governments	2,145	1 2,423	1 4		1 116		
Foreign governments (including international exchange)	18,444	{ 1 55,631 2,619 }	1 9,916 28,003 }		1 436		8
Quasi-official and similar sources	186	1 732					
By exchange of duplicates							
Piece-for-piece	26,441	{ 1 30,171 3,055 }	1 4,844 2,033 }		1 202	17	
Priced	25						
From individuals and unofficial sources							
Gift	24,123	1 27,299	1 2,299	{ 1 709 75 }	1 235 33 }	146	
Conditional deposits	56						
Totals of unbound material (by receiving divisions)		1 1,233,545	1 332,652	1 142,399	1 102,246		
Total accessions	597,529	1,322,320	528,268	142,474	102,337	11,233	2,828

See footnotes at end of table

## B ACCESSIONS, FISCAL YEAR 1945, BY SOURCE AND FORM—Continued

Source	Volumes and pamphlets	Unbound serial parts excluding newspapers (pieces)	News papers (issues)	Manu- scripts (pieces)	Maps and views (pieces)	Micro- films (reels and strips)	Motion pic- tures (reels)
Gains and losses through binding, transfer, etc							
Gain or loss through separation or consolidation in binding	7 + 30, 422	8 - 370, 040	9 - 83, 670				
By transfer of duplicates to other Federal libraries	- 13, 574	- 17, 674	- 161	- 1, 172		- 1	
Duplicates sent to other libraries on piece-for-piece exchange	- 30, 249	- 65, 837	- 1, 669	- 2, 015		- 103	
Duplicates sent to other libraries on priced exchange	- 55	- 1, 150					
Items withdrawn	- 11, 252	- 10, 407	- 53, 134				
Total deductions	- 24, 708	- 465, 108	- 138, 634	- 3, 187		- 104	
Net total accessions (total accessions less total deductions)	572, 821	857, 212	389, 634	139, 287	102, 337	11, 129	2, 828

Source	Music (pieces)	Phono- graph records (records)	Photo- graphic prints, negatives and slides (pieces)	Photo- stats (sheets)	Prints (fine) (pieces)	Other (broad- sides, etc ) (pieces)	Total (pieces, etc )
By purchase from							
Increase of Library of Congress, General	483	893	6, 948	1, 719	646	15, 241	71 500
Increase of Law Library	2	130	1, 265	3, 687		10	19, 066
Books for Supreme Court							2, 484
Guggenheim Fund				1			87
Huntington Fund						3	2, 572
Rockefeller Fund—Archive of Hispanic Culture			1, 124	23	679	1, 749	3, 576
Rockefeller Fund—Motion Picture Project							1
Cooperation with American Republics			2, 847	149	33	365	3, 560
Pennell Fund			1		116	344	462
Whittall Fund							2
Hubbard Fund					5		5
Total purchases	485	1, 023	12, 185	5, 579	1, 479	17, 712	103, 315
by virtue of law, official donation or exchange from							
Copyright	21, 284						67, 031
Public Printer	8		12			47, 932	395, 132
U S Geological Survey							
Smithsonian Institute							
Regular deposit							692
Langley Aeronautical Library							16
Transfers from Federal agencies	304	641	40, 665	50, 785	3	7 515	422, 863

See footnotes at end of table

## B ACCESSIONS FISCAL YEAR 1945, BY SOURCE AND FORM—Continued

Source	Music (pieces)	Phono- graph records (records)	Photo- graphic prints, nega- tives and slides (pieces)	Photo- stats (sheets)	Prints (fine) (pieces)	Other (broad- sides, etc ) (pieces)	Total (pieces, etc )
American Printing House for the Blind							233
Books for the Adult Blind		15, 616				10, 505	26, 743
State governments				9		1, 013	7, 524
Local governments	19		3			102	2, 269
Foreign governments (in- cluding international ex- change)	154	6	187	436		3, 901	53, 758
Quasi-official and similar sources			1		31	54	272
By exchange of duplicates							
Piece-for-piece	24, 102	122	137	350	27	5, 047	61, 331
Priced							25
From individuals and unofficial sources							
Gift	342	904	2, 803	426	1, 093	2, 628	32, 573
Conditional deposits							56
Totals of unbound material (by receiving divisions)							1, 810, 842
Total accessions	46, 698	18, 312	55, 993	57, 585	2, 633	96, 409	2, 984, 619
Gains and losses through bind- ing, transfer, etc							
Gain or loss through separa- tion or consolidation in binding							- 423, 288
By transfer of duplicates to other Federal libraries	- 7, 829			- 59		{ <sup>1</sup> - 1, 926 - 1, 031 }	- 41, 501
Duplicates sent to other libraries on piece-for-piece exchange		- 752	- 1, 212	- 4, 854		{ <sup>1</sup> - 124, 120 837 }	- 107, 528
Duplicates sent to other libraries on priced ex- change					- 11		- 1, 216
Items withdrawn							- 74, 793
Total deductions	- 7, 829	- 752	- 1, 212	- 4, 913	- 11	- 1, 868	- 648, 326
Net total accessions (total accessions less total de- ductions)	38, 869	17, 560	54, 781	52, 672	2, 622	94, 541	2, 336, 293

<sup>1</sup> Count supplied by accessioning divisions as work  
statistic, not included in horizontal or vertical totals

<sup>2</sup> Includes 857 gifts to Supreme Court Library

<sup>3</sup> Count supplied by Serial Record Division and  
Monthly Checklist of State Publications

<sup>4</sup> Count supplied by Serials Division

<sup>5</sup> Count supplied by Manuscripts Division

<sup>6</sup> Count supplied by Maps Division

<sup>7</sup> Figure comprises 11,938 volumes consolidating  
(estimated) 238,760 periodical issues (Periodicals Reading  
Room), 593 volumes consolidating (estimated) 11,860  
periodical issues (Law Library), 10,242 volumes

consolidating (actual) 22,220 non-periodical serial issues,  
etc., and 4,860 volumes consolidating (estimated) 97,200  
periodical issues (Government Publications Reading  
Room), 2,789 volumes consolidating (estimated) 83,670  
newspaper issues (Periodicals Reading Room)

<sup>8</sup> For composition of figure see footnote 7

<sup>9</sup> See footnote 7

<sup>10</sup> Count supplied by accessioning divisions as additional  
to "Totals of unbound material," included in horizontal  
and vertical totals

<sup>11</sup> Includes 15,414 prints added to Photograph Section

## C STATISTICS OF ACQUISITIONS WORK, FISCAL YEARS 1944 AND 1945

	1945	1944		1945	1944
Incoming letter mail, Acquisitions Department (pieces)	83,873	67,711	Exchange and Gift Division—Continued		
Order Division			Monthly Checklist of State Publications		
Purchase requisitions acted upon	26,476	32,359	Items listed for publication	19,310	<sup>1</sup> 5,218
Purchase searching			Items accessioned in Serial Record	13,068	<sup>1</sup> 8,263
Titles searched	98,052	77,345	Titles searched	4,291	<sup>1</sup> 1,712
Titles found to be already represented in collections	52,539	44,759	Items requested	1,986	<sup>1</sup> 630
Invoices			Items declared duplicates	2,166	<sup>1</sup> 916
Received	5,657	6,732	Accession Searching Section		
Cleared	6,017	8,243	Titles searched	64,796	43,035
On hand at end of period	433	639	Items accepted for collections	<sup>2</sup> 51,577	33,229
Pieces accessioned in Purchase Clearing Section	151,559	147,438	New titles or editions	39,675	26,275
Evaluation			Additional copies	11,029	<sup>3</sup> 6,954
Official evaluations	5,215	3,853	Items awaiting search	254,232	250,244
Reference inquiries received and answered by letter (letters)	665	1,342	Serial Record Division		
Exchange and Gift Division			Book materials forwarded		
Exchange Section			Unbound serial parts (total)	1,415,010	963,597
Requests sent (letters)	5,375	7,542	Recorded	626,734	464,116
Acknowledgments	3,047	1,982	Sent unrecorded	551,427	411,638
Incoming pieces handled	1,749,716	1,098,786	Declared duplicate	236,849	87,843
Outgoing pieces handled	349,687	91,512	Volumes added to classed collections	31,761	17,793
Unaccessioned receipts (estimated)	37,500	123,824	Nonbook materials (phonograph records, microfilms, etc.) forwarded (pieces)	2,606	3,886
Gift Section			Total serial items forwarded	1,449,377	985,276
Requests sent (letters)	1,619	2,807	Reference inquiries (total)	30,355	<sup>3</sup> 19,847
Acknowledgments	4,093	4,230	Telephone inquiries	25,738	<sup>3</sup> 16,948
Incoming pieces handled	61,234	78,175	New checking entries made	16,683	14,489
Unaccessioned gift items (estimated)	10,599	39,693	Pieces awaiting disposition (total)	105,797	95,096
Bookplating Section			Library bindings awaiting disposition	9,989	9,642
Items treated	396,841	331,334			

<sup>1</sup> Includes count for March 16–June 30, 1944, only<sup>2</sup> Does not include count for first quarter of fiscal year 1944<sup>3</sup> Includes 873 Italian items forwarded unsearched

## Appendix II. Statistics of Cataloging and Maintenance of Catalogs

### A DESCRIPTIVE CATALOGING OF MATERIAL, FISCAL YEARS 1944 AND 1945

	1945	1944		1945	1944
Preliminary cataloging entries prepared	62,306	64,598	Earlier printed cards revised	11,345	11,308
Titles cataloged	51,722	51,403	Total titles cataloged	71,724	69,677
Titles cataloged by using cooperatively printed cards	7,447	6,578	Cooperative cataloging—titles edited	3,330	2,948
Form card cataloging	1,210	388	Authority cards made	30,900	30,553
Total new titles cataloged	60,379	58,369	Authority cards changed	7,532	7,443

### B SUBJECT CATALOGING OF MATERIAL, FISCAL YEARS 1944 AND 1945

#### 1 Material Shelvested <sup>1</sup>

		1945		1944	
		Titles	Volumes	Titles	Volumes
A	Polygraphy	417	3,075	283	2,447
B-BJ	Philosophy	743	1,244	738	1,322
BL-BX	Religion	2,946	4,573	2,312	3,874
C	History, auxiliary sciences	422	784	786	1,151
D	History (except American)	6,301	9,893	5,553	10,062
E-F	American history	2,488	5,877	2,545	5,733
G	Geography—anthropology	738	1,650	777	2,162
H	Social sciences	7,534	26,484	7,083	18,919
J	Political science	2,012	11,780	1,746	5,981
L	Education	1,209	5,160	1,198	2,815
M	Music	3,713	6,363	3,145	4,730
N	Fine arts	1,481	2,771	1,712	2,933
P	Language and literature	11,669	17,446	8,992	13,730
Q	Science	2,513	5,966	2,927	7,050
R	Medicine	1,645	3,757	1,474	2,945
S	Agriculture	1,191	4,300	1,373	3,084
T	Technology	3,668	10,721	3,863	8,884
U	Military science	1,031	3,168	1,257	2,974
V	Naval science	377	1,193	441	1,048
Z	Bibliography	1,078	4,355	1,449	4,503
	Miscellaneous			1,299	1,834
Total		<sup>2</sup> 53,176	130,560	<sup>2</sup> 50,953	108,190

<sup>1</sup> Includes monographs and bound volumes of periodicals recorded in the Serial Record

<sup>2</sup> Additional titles reclassified from old accessions 1945, 312 titles, 1944, 235 titles

## B SUBJECT CATALOGING OF MATERIAL, FISCAL YEARS 1944 AND 1945—Continued

### 2 *New Titles Classified and Cataloged, by Subject*

1945	61,022
1944	58,757

### 3 *Total Number of Volumes (Approximate) in the Classified Collections of the Library of Congress, by Class as of June 30, 1945*

	Class	Total	Additions	Total
		1944	1945	1945
A	Polygraphy	172,200	3,075	175,275
B-BJ	Philosophy	54,500	1,244	55,744
BL-BX	Religion	198,000	4,573	202,573
C	History, auxiliary sciences	87,000	784	87,784
D	History (except American)	251,700	9,893	261,593
E-F	American history	274,800	5,877	280,677
G	Geography—Anthropology	70,500	1,650	72,150
H	Social sciences	752,000	26,484	778,484
J	Political science	306,500	11,780	318,280
L	Education	172,800	5,160	177,960
M	Music	85,400	6,363	91,763
N	Fine arts	86,500	2,771	89,271
P	Language and literature	577,000	17,446	594,446
Q	Science	305,200	5,966	311,166
R	Medicine	131,100	3,757	134,857
S	Agriculture	143,900	4,300	148,200
T	Technology	296,600	10,721	307,321
U	Military science	61,600	3,168	64,768
V	Naval science	39,600	1,193	40,793
Z	Bibliography, Library Science	185,000	4,355	189,355
	Incunabula	1,800		1,800
	Total	4,254,500	130,560	4,385,060

### 4 *Number of Titles Classified by Decimal Classification (Fiscal Years 1930 to 1945)*

April 1–June 30, 1930	3,917	1936	34,267	1942	32,512
1931	31,285	1937	33,371	1943	27,594
1932	33,829	1938	34,060	1944	34,328
1933	33,251	1939	27,436	1945	32,020
1934	42,314	1940	28,977		
1935	34,709	1941	27,939	Total	491,809

## C PRINTING AND REPRINTING OF CATALOG CARDS

1 New Cards Printed During Fiscal Year 1945<sup>1</sup>

Abbrevia- tion	Series	Number of titles printed
Reg	Regular	53,122
A	American libraries	7,982
Map	Maps Division	249
Agr	Department of Agriculture	245
E	Office of Education	169
GS	Geological Survey	162
L	Department of Labor	176
PO	Patent Office	26
S	Smithsonian Institution	3
SS	Social Security Board	99
SD	State Department	87
SG	Surgeon General, Library of	354
X	Cross-references	27,118
	Total	89,792

<sup>1</sup> This represents the first instance in which this table is recorded on the fiscal year basis. Consequently, no comparative table is shown for the preceding calendar year. In the future comparative data will be in terms of the fiscal year.

## 2 Titles Reprinted, Fiscal Years 1944 and 1945

	1945	1944		1945	1944
Regular series			Outside series		
Daily reprints	48,656	49,016	Daily reprints	2,183	5,047
Special reprints	9,320	12,856	Special reprints	1,033	2,016
Revised reprints	6,638	11,889	Revised reprints	1,218	2,315
Corrected reprints	11,855	10,740	Corrected reprints	1,015	624
Type Held reprints	1196		Type Held reprints	125	
			Total	82,139	94,502

<sup>1</sup> Figure for six months

## D MAINTENANCE OF THE CATALOGS, FISCAL YEARS 1944 AND 1945

	1945	1944		1945	1944
Titles sent to printer	86,332	80,839	Cards filed		
Proofreading galley read	14,385	10,845	Public Catalog	256,615	418,869
Titles received from printer	90,823	72,049	Official Catalog	297,861	452,234
Cards written up for catalogs	1,560,770	1,423,801	Annex Catalog	252,527	255,000
			Process File	288,172	258,549

# E STATISTICS OF THE NATIONAL UNION CATALOG, FISCAL YEARS 1944 AND 1945

[Total contents as of June 30, 1945, 13 536,1 6 cards]

	1945	1944	Percent increase or de- crease
<i>I Titles</i>			
1 New Library of Congress printed cards	62,828	58,594	+7 2
2 Cards from other libraries including			
a Cards from regular contributors	195,685	186,607	+4 9
b Cards from other contributors resulting from the checking of the book-form catalog of the Library of Congress	91,803	97,079	-5 4
c Cards typed for titles located through specific inquiry	1,113	760	+46 4
d Titles clipped and pasted from book-form catalogs of other libraries	6,900	54,276	-87 3
e Total number of cards received from other libraries	295,501	338,722	-12 8
3 Cards typed from records found in other Union Catalogs	73,740	121,271	-39 2
4 Total number of cards received and prepared	432,033	518,587	-16 7
5 Duplicate cards cancelled in editing	118,656	247,921	-52 1
6 Net total additions to the catalog	313,377	270,666	+15 8
<i>II Ancillary Additions</i>			
7 Library of Congress printed, added entry cards for personal and corporate authors	53,903	48,671	+10 7
8 Library of Congress printed cross-reference cards	24,376	12,201	+99 8
9 Cross-references from other sources made by Union Catalog staff	9,918	5,094	+94 7
10 Total supplementary additions to the Catalog	88,197	65,966	+33 7
11 Estimated number of supplementary cards in Catalog	1,288,197	1,200,000	
<i>III Replacements</i>			
12 Corrected and revised reprints for Library of Congress titles	27,515	( <sup>1</sup> )	
13 Corrected and revised added entry cards	6,618	( <sup>1</sup> )	
14 Total replacements added to the Catalog	34,133	16,856	+102 5
<i>IV Locations</i>			
15 Locations transferred from duplicate cards (see No 5 above)	118,656	247,921	-52 1
16 Locations established from other Union Catalogs	332,764	340,106	-24 0
17 Total locations	451,420	588,027	-35 9
<i>V Auxiliary Catalogs</i>			
18 Cards received from foreign libraries	4,012	2,140	+87 5
19 Microfilm cards	3,607	2,407	+49 9
20 Photo-facsimile cards	25	659	-96 2
21 Total cards for the auxiliary catalogs	7,644	5,206	+46 8
<i>VI Service</i>			
22 Titles searched	9,125	14,204	-35 8
23 Titles located	6,371	8,904	-28 4
24 Titles not located	2,754	5,300	-48 1

<sup>1</sup> Figures available in total only



# Appendix III Statistics of Distribution of Card Indexes, Fiscal Years 1944 and 1945

## A TOTAL INCOME FROM SALES

	1945	1944
Sales (regular)	\$372,024 43	\$307,790 43
Sales (to Government libraries)	15,353 09	20,039 90
Sales (to foreign libraries)	1,504 31	1,608 33
	388,881 83	329,438 66

## B ANALYSIS OF SALES BY CLASS

	1944			
	Rate per card	First cards	Second cards	Amount
Class 1 Regular orders	\$0 055 05 04 035 018 01 \$0 02 - 024 01 - 012	336,608 457,058 46 1,450,904 3,245 174,099	9,286,553 59,267	\$18,513 44 22,852 90 1 84 50,781 64 56 33 1,740 99 216,746 85 647 23
Total		2,421,960	9,345,820	311,341 22
Class 2 Titles held	05 035 018 01 02 - 024 01 - 012	129,836 302,886 399 359	2,123,552 2,729	6,491 80 10,601 01 7 18 3 59 49,599 58 31 22
Total		433,480	2,126,281	66,734 38
Class 3 Series orders	055 04 035 02 - 024	1,401 42,517 362	143,142	77 05 1,700 68 12 67 3,267 42
Total		44,280	143,142	5,057 82
Class 4 Subject orders	055 05 045 04 035 02 - 024 01 - 012	64 1,716 821 86,799 5,921	48,269 993	3 52 86 02 36 95 3,462 32 207 24 1,100 64 11 89
Total		95,321	49,262	4,908 58
Class 5 Aggregate cards	035 02 - 024	5,369	20,077	187 91 481 03
Total		5,369	20,077	668 94
Class 6 Proof sheets		1,752,540		6,055 62
Class 7 Special sets		3,834		45 00
Class 8 Depository invoice				
Total				

## B ANALYSIS OF SALES BY CLASS—Continued

	1944			
	Rate per card	First cards	Second cards	Amount
Class 10 Anonymous headings	\$0 01 01	33, 454	40	\$331 32 40
Total		33, 454	40	331 72
Class 12 Catalog reference	04 024	6	10	24 24
Total		6	10	48
Class 1 Regular orders	\$0 055- 05 05 - 045 035- 03 02 - 016	381 847 488, 323 1, 593, 288	10, 181, 582	\$19, 577 38 22, 595 55 49, 830 83 172 896 81
Total		2, 463, 458	10, 181, 582	264, 900 57
Class 2 Titles held	05 - 045 035- 03 02 - 016	163, 794 247, 987 278	2, 081, 592	7, 569 25 7, 821 58 35, 634 04
Total		412, 059	2, 081, 592	51, 024 87
Class 3 Series orders	05 - 045 04 - 035 03 - 02 - 016	1, 001 45, 511 111	179, 459	45 66 1, 650 83 3 33 3, 058 90
Total		46, 623	179, 459	4, 758 72
Class 4 Subject orders	05 045 04 035 03 02 - 016	1, 713 4, 252 105, 878 16, 100 552	74, 094	85 65 191 34 4, 235 19 563 50 16 56 1, 217 08
Total		128, 495	74, 094	6, 309 32
Class 5 Aggregate cards	035- 03 02 - 016	26, 770	105, 718	823 07 1, 749 09
Total		26, 770	105, 718	2, 572 16
Class 6 Proof sheets		1 425, 828		4, 569 57
Class 7 Special sets		2, 529		32 61
Class 8 Depository invoice	04 - 035 02 - 016	11, 222	26, 681	311 87 479 60
Total		11, 222	26, 681	791 47
Class 10 Anonymous headings	01 01	11, 682		116 82
Total		11, 682		116 82
Class 12 Catalog reference	02 - 04 016	26	19	92 31
Total		26	19	1 23

## C CARDS DISTRIBUTED

	1945	1944
Total cards sold	14 718, 502	15 752, 009
Cards supplied to other sources		
To depository libraries	10, 593, 495	8, 255, 115
For the Library of Congress catalogs	1, 527, 910	1, 520, 856
To other divisions in Library of Congress	84, 376	220, 807
To South American Institutions	309, 862	144, 878
To other foreign institutions	74, 263	132, 842
To U S Government libraries	209, 742	187, 692
To cooperative libraries	63, 439	
To individuals (book donors, etc.)	2, 622	
	12, 865, 709	10, 464, 190
Cards distributed	27, 584, 211	26, 216, 199
Cards cut in bindery	39, 534, 800	36, 722 020
Less cards distributed	27, 584, 211	26, 216, 199
Cards added to stock	11, 950, 589	10, 505, 821
Author-title searches	1, 490, 242	1, 355, 747
Serial number orders	1 343, 499	1, 593, 288
Number of active subscribers (estimated)	7, 000	6, 500
New subscribers added		
Regular	305	299
Foreign	3	3
U S Government libraries	34	34
Firms and individuals	157	117
Total	499	422

## Appendix IV. Statistics of Reader and Reference Service

### A CIRCULATION OF MATERIALS AND RESPONSE TO REFERENCE INQUIRIES

	Number of readers	Volumes or other pieces issued to readers for use in the Buildings <sup>1</sup>	Volumes or other pieces issued for use outside the Buildings <sup>1</sup>	Reference inquiries and loan requests handled by telephone	Conferences with investigators	Reference letters to correspondents	Inquiries answered by form letters
Aeronautics Division	1, 678	3, 072	<sup>2</sup> 178	818	657	145	
General Reference and Bibliography Division		159, 438		18 592	2, 338	7 046	3, 116
Hispanic Foundation	2, 706	12, 892	<sup>2</sup> 1, 672	1, 343	1 117	298	
Legislative Reference Service	2, 680	8, 340	<sup>2</sup> 11, 942	10, 610	968	771	9
Loan Division			155, 770	32, 426		78	12 824
Manuscripts Division	2, 289	10, 823	<sup>2</sup> 138	564	1, 019	641	
Maps Division	2, 446	49, 083	<sup>2</sup> 5 102	2, 196	114	252	
Microfilm Reading Room	1, 047	<sup>3</sup> 1, 993		45	41	18	
Motion Picture Project			<sup>1</sup> 7, 519	468	81	62	
Music Division	5, 612	21, 890	<sup>2</sup> 1, 138	10, 004	3, 607	928	8 884
Orientalia Division	5, 896	25, 877	<sup>2</sup> 1, 151	2, 749	1, 683	295	
Photograph Section	1, 615	<sup>3</sup> 140, 000	<sup>3</sup> 5, 367	879	531	321	
Prints and Photographs Division	5, 354	19, 649	<sup>2</sup> 3 1, 487	923	150	538	
Rare Books Division	3, 795	16, 896	<sup>2</sup> 56	1, 427	329	298	
Serials Division	25, 662	390, 768	<sup>2</sup> 46, 284	26, 183	2, 381	614	5 275
Service for Blind	163	255	31, 205	1, 314	291	54	1 196
Stack and Reader Division	300, 347	633, 234			621	1	
Union Catalog Division	45			575	166	1, 099	1, 268
Reference Department Office					10	154	283
Law Library	26, 557	70, 105	6, 189	27, 954	2 712	280	
Law Library in the Capitol	9, 954	32, 539	4, 440	9, 114	2, 665	35	
Total	397, 846	1, 596, 854	197, 604	148, 184	21, 481	13, 928	32, 855

<sup>1</sup> "Buildings" includes the Main Building, the Annex Building, and the Law Library in the Capitol

<sup>2</sup> Included in the Loan Division figure

<sup>3</sup> Represents the number of prints, negatives, or reels.

## B RECORD OF INVESTIGATORS AND READERS IN SUBJECT FIELDS

Subject fields	Investi- gators	Percent	Readers	Percent
General works—polygraphy	21	1 67	12, 612	4 41
Philosophy—religion	57	4 53	24, 538	8 58
History—auxiliary sciences	30	2 38	7, 757	2 71
History and topography (except American)	79	6 28	25, 597	8 95
History (American)	66	5 25	28, 593	10 00
Geography—anthropology	29	2 30	3, 889	1 36
Social sciences	15	1 19	4, 200	1 48
Economics	217	17 38	28, 314	9 90
Sociology	105	8 35	17, 817	6 23
Political science	47	3 73	11, 354	3 97
Law	17	1 35		
Education	28	2 22	13, 270	4 64
Music	1	07		
Fine arts	13	1 03	3, 875	1 39
Language and literature	94	7 47	36, 779	12 86
Science	30	2 38	18, 733	6 55
Medicine	32	2 54	10, 639	3 72
Agriculture—plant and animal industry	14	1 17	4, 261	1 49
Technology	75	5 96	18, 561	6 49
Military science	116	9 22	3, 317	1 16
Naval science	21	1 67	1, 795	60
Bibliography and library science	94	7 47	10, 038	3 51
Unclassified	56	4 45		
Total	1, 257	100 00	285,939	100 00

## Appendix V. List of Publications

### A PRINTED PUBLICATIONS ISSUED FISCAL YEAR 1945

#### ADMINISTRATIVE

- Annual Report of the Librarian of Congress for the Fiscal Year Ended June 30, 1944* 1945 205 p Paper, 30 cents [4,000 copies]
- Information Bulletin* July–October 1944 3 nos [2,250 copies per issue]
- The Constitution of the United States, Together with an Account of Its Travels since September 17, 1787* Compiled by David C Mearns and Verner W Clapp 3d ed, 1944 45 p Paper, 10 cents [5,000 copies]
- The Reorganization of the Library of Congress, 1939–44* By Archibald MacLeish 1945 39 p Reprinted from *The Library Quarterly*, October 1944 [5,000 copies]
- The United States Quarterly Book List* Vol 1, nos 1–2, 1945 35 cents per copy, \$1 25 per volume domestic, \$1 75 per volume, foreign [No 1–6,000 copies, No 2–5,000 copies]
- The Library of Congress Its Collections and Services* Reprint, 1944 16 p [5,000 copies]
- A Slave Center for the Library of Congress* 1945 4 p Reprinted from the *American Review on the Soviet Union*, November 1944 [5,000 copies]
- The Bill of Rights* 1945 Broadside [10,000 copies]
- A Few Notes &c Upon the Declaration of Independence and the Constitution of the United States* 1945 8 p [10,000 copies]
- Internships in Library Administration.* 1945 Broadside [400 copies]
- The War and the Future An Address by Thomas Mann* 1944 23 p Paper, 10 cents [2,000 copies.]

#### ACQUISITIONS DEPARTMENT

- The Quarterly Journal of Current Acquisitions* Vol 1, no 4, Vol 2 nos 1–4 1944–1945 Published as a supplement to the *Annual Report of the Librarian of Congress* [5,000 copies each issue]
- Monthly Checklist of State Publications* Vol 35, nos 5–12 (May–December 1944) and Vol 36, nos 1–2 (January–February 1945) 1944–1945 Annual subscription, \$1 50 [800 copies each issue]

#### BOOKS FOR THE ADULT BLIND

- Braille Transcribing (ARC 425, March 1937)* *Standard English Braille, Grade Two* 1944 50 p Second Library of Congress issue of the American Red Cross edition A Manual Reprint [1,000 copies]

- Instructions to Talking Books Readers* Reprint with revisions, 1945 8 p [1,000 copies]
- Talking Books for the Blind Placed in the Distributing Libraries, July 1941–June 1942* Reprint, 1944 24 p [5,000 copies]
- Talking Books for the Blind Placed in the Distributing Libraries, July 1942–June 1943* Reprint, 1945 24 p [5,000 copies]
- Volunteer Braille Transcribing A Service for the Blind* By Alice Rohrback 1944 14 p [2,000 copies]

#### COMMITTEE ON BIBLIOGRAPHY AND PUBLICATIONS

- Manual for Bibliographers in the Library of Congress* By Mortimer Taube and Helen F Conover 1944 28 p Preliminary edition for administrative use [500 copies]

#### COPYRIGHT OFFICE

- Forty-Seventh Annual Report of the Register of Copyrights for the Fiscal Year Ending June 30, 1944* 1945 16 p Reprinted from the *Annual Report of the Librarian of Congress* [750 copies]
- Catalog of Copyright Entries of Books and Other Articles Registered Under the Copyright Law* Subscriptions, \$10 per year

Also obtainable in sections as follows

Part I, Group 1 Books Monthly, with annual index (13 nos) \$3 per year

Part I, Group 2 Pamphlets, leaflets, contributions to newspapers or periodicals, etc, lectures, sermons, addresses for oral delivery, maps Monthly, with annual index (13 nos) \$3 per year

Part I, Group 3 Dramatic compositions, motion pictures Monthly, with annual index (13 nos) \$2 per year

Part II Periodicals Quarterly with annual index (4 nos) \$2 per year

Part III Musical compositions Monthly, with annual index (13 nos) \$3 per year.

Part IV Works of art, reproductions of a work of art, drawings or plastic works of a scientific or technical character, photographs, prints and pictorial illustrations Monthly, with annual index (13 nos) \$2 per year [19,150 copies total number of separate copies of all catalog parts]

*Bulletin No 14* Paper, 15 cents Copyright Law of the United States of America, being

the act of March 4, 1909 (in force July 1, 1909), as amended by the acts of August 24, 1912, March 2, 1913, March 28 1914, December 18 1919, July 3, 1926, May 23, 1928, January 27, 1938, July 31, 1939, March 15, 1940, April 11, 1940, and September 25, 1941, together with Rules for Practice and Procedure under section 25, by the Supreme Court of the United States vi, 76 p 8°, 1942 (*reprinted with insert 1945*) [750 copies]

#### DESCRIPTIVE CATALOGING DIVISION

*Cooperative Cataloging Manual for the Use of Contributing Libraries* 1944 104 p Paper Furnished on request [3,000 copies]

#### GENERAL REFERENCE AND BIBLIOGRAPHY DIVISION

##### Netherlands Studies Unit

*The Netherlands East Indies A Bibliography of Books Published after 1930 and Periodical Articles after 1932, available in U S Libraries* 1945 208 p Paper, 55 cents [2,000 copies]

#### HISPANIC FOUNDATION

*Latin American Periodicals Currently Received in the Library of Congress and in the Library of the Department of Agriculture* Charrmon Shelby, Editor 1945 249 p Paper, 45 cents (Latin American Series No 8) [1,000 copies]

#### LAW LIBRARY

*Anglo-American Legal Bibliographies An Annotated Guide* By William L Friend 1944 166 p Cloth, \$1 50 [500 copies]

*A Guide to the Law and Legal Literature of Colombia* By Richard C Backus and Phaner J Eder 1944 222 p Cloth, \$1 50 (Latin American Series No 4) [500 copies]

*A Guide to the Law and Legal Literature of Cuba, the Dominican Republic and Haiti* By Crawford M Bishop and Anyda Marchant 1944 276 p Cloth, \$1 75 (Latin American Series No 3) [500 copies]

*A Guide to the Law and Legal Literature of Mexico* By John T Vance and Helen L Clagett 1945 269 p Cloth, \$2 00 (Latin American Series No 6) [2,000 copies]

#### LEGISLATIVE REFERENCE SERVICE

*Digest of Public General Bills with Index* 78th Congress, second session, nos 6-7 79th Congress, first session, nos 1-2 1944-1945 \$2 00 per session [1,250 copies each]

*Current Ideas in State Legislatures, 1942-43 A review of Laws Enacted during the Biennium* 1945 85 p

Paper, 15 cents (State Law Digest Report No 7) [12,000 copies]

#### MUSIC DIVISION

*1 Bibliography of Early Secular American Music (18th Century)* By Oscar George Theodore Sonneck Revised and Enlarged by William Treat Upton 1945 617 p Cloth, \$1 75 [500 copies]

*Catalogue of Early Books on Music (before 1800) Supplement (Books Acquired by the Library 1913-1942)* By Hazel Bartlett 1945 143 p Cloth \$1 00 [200 copies]

*Folk Music of the United States Catalog of Phonograph Records No 2* 1945 12 p [10,000 copies]

*Folk Music of the United States Issued from the Collections of the Archive of American Folk Song* Nos 31-55 1945 25 leaflets [1,400 copies each issue, and 750 copies of pamphlet composed of Nos 51-55]

*Paganmuna* 1945 19 p Reprinted from the *Quarterly Journal of Current Acquisitions*, February 1945 [1,000 copies]

#### ORIENTALIA DIVISION

*Eminent Chinese of the Ch'ing Period (1644-1912)* Edited by Arthur W Hummel Vol 2, P-Z 605-1103 p Cloth, \$2 00 [200 copies]

*Books on East Asiatic Music in the Library of Congress (Printed before 1800)* 1945 p 121-133 Reprinted from the *Supplement to Catalogue of Early Books on Music* [500 copies]

*A Note on Ch'uan Tsu-Wang, Chao I-Ch'ing and Tai Chen A Study of Independent Convergence in Research as Illustrated in their Works on the Shui-Ching Chu* By Hu Shih 1944 p 970-982 Reprinted from *Eminent Chinese of the Ch'ing Period* Vol 2 [500 copies]

#### PRINTS AND PHOTOGRAPHS DIVISION

*Catalog of the 3d National Exhibition of Prints Made During the Current Year Held at the Library of Congress May 1-Aug 1, 1945* 1945 32 p [1,500 copies]

#### SUBJECT CATALOGING DIVISION

*Classification Class B, Part 1 B-BJ Philosophy* (Reprint of edition of 1910) 1944 109 p Paper, 15 cents [200 copies]

*Classification Class H Social Sciences* (Reprint of 2d edition of 1920) 1944 597 p Paper, \$1 00 [500 copies]

*Classification Class J Political Science* (Reprint of 2d edition of 1924) 1944 434 p Paper, 75 cents [500 copies]

*L C Classification—Additions and Changes, Nos 54-57 (April-June 1944, January-March 1945) 1944-45 \$1.00 per year [700 copies each issue]*

*Notes and Decisions on the Application of the Dewey Decimal Classification Second Series Nos 9-12 (July 1944-April 1945) 1944-1945 25 cents per year [1,500 copies each issue]*

## B PROCESSED PUBLICATIONS ISSUED AND TYPED LISTS PREPARED, FISCAL YEAR 1945

### ADMINISTRATIVE

*Press Releases Nos 198-268 1944-1945 Mimeographed*

*Catalog of the Florida Centennial Exhibition Held at the Library of Congress March 3-10, 1945 1945 20 p Mimeographed*

*Germany and the Germans, An Address by Thomas Mann, Fellow of the Library of Congress, Presented in the Coolidge Auditorium, May 29, 1945, at 8 30 p m 1945 11 p Multilithed*

*The Library of Congress 1945 2 p Mimeographed (Information Circular)*

*Special Exhibit of Russian Poster Art 1945 5 p Multilithed*

*Telephone Directory, 1945 1945 30 p Mimeographed*

### AERONAUTICS DIVISION

*Aeronautics in Alaska, A List of References, Compiled by Arthur G Renstrom 1944 39 p Mimeographed*

### CARD DIVISION

*Instructions for Ordering L C Printed Cards 1944 8 p Mimeographed*

### CENSUS LIBRARY PROJECT

*National Censuses and Official Statistics in Italy since the First World War, 1921-1944, A Preliminary Bibliography 1945 58 p Mimeographed*

*National Censuses and Vital Statistics in France between Two World Wars, 1921-1942, A Preliminary Bibliography 1945 22 p Mimeographed*

*National Censuses and Vital Statistics of Germany and of the Saar after the First World War, 1919-1944, A Preliminary Bibliography May 1945 76 p Typed*

### COMMITTEE ON BIBLIOGRAPHY AND PUBLICATIONS

*Manual of the Committee on Bibliography and Publications 1945 18 p Mimeographed*

### COPYRIGHT OFFICE

*Biblioteca del Congresso Ufficio Della Proprieta Letteraria Codice delle Norme Federali per il Copy-*

### UNION CATALOG DIVISION

*Great Britain Author Headings Including Those Adopted by the Library of Congress as Appearing in the Union Catalog Compiled by George A Schwegmann, Jr 1944 90 p Reprinted from Vol 58 of A Catalog of Books Represented by Library of Congress Printed Cards [500 copies]*

*Right Office Capitolo II, Titolo 3<sup>o</sup> aggiornato e modificato al 1 10 1941 Washington, June 1945 31 p Mimeographed*

### GENERAL REFERENCE AND BIBLIOGRAPHY DIVISION

*Aeronautical Engineering Compiled by Frederick F Mascioli July 27, 1944 2 p Typed*

*The American Guide Series, State and Territorial Guides Prepared by the WPA Writers Program 1944 5 p Mimeographed*

*American Life Basic Books on (Suggested for Translation in Chinese) Compiled by Helen F Conover April 30, 1945 4 p Typed*

*Archibald MacLeish Writings in Anthologies December 7, 1944 10 p Typed*

*Archibald MacLeish, Writings of (Supplementing "A Catalogue of the First Editions of Archibald MacLeish," by Arthur Misener, 1938, and typewritten list of July 9, 1942) December 13, 1944 11 p Typed*

*Architecture and Architectural Engineering Compiled by Frederick F Mascioli July 27, 1944 4 p Typed*

*The Balkans II Albania, A Selected List of References (Reissue, without change of 1943 edition) 1945 24 p Mimeographed*

*The Balkans III Bulgaria, A Selected List of References (Reissue, without change of 1943 edition) 1945 34 p Mimeographed*

*Biographical Sources for Foreign Countries I General Compiled by Helen Dudenbostel Jones 1944 76 p Mimeographed*

*Cartels, Combines and Trusts, A Selected List of References Compiled by Frances Chenev 1944 123 p Mimeographed*

*Chemical Engineering Compiled by Frederick F Mascioli July 27, 1944 5 p Typed*

*China, A Selected List of References on Contemporary Economic and Industrial Development, with Special Emphasis on Post-War Reconstruction Compiled by Helen F Conover 1945 102 p Mimeographed*

*Civil Engineering Compiled by Frederick F Mascioli July 27, 1944 4 p Typed*



- College and University Programs in Wartime* Compiled by Frances Cheney January 9, 1945 2 p Typed
- Community Welfare Services* Selection of Recent References on Planning and Organization Compiled by Helen F Conover January 18, 1945 10 p Typed
- Current Philosophical Literature* (Suggested for the Hebrew University in Jerusalem) Compiled by David Baumgardt January 1945 15 p. Typed
- Dictionaries* Selected List (for the Library of the United Nations Conference on International Organization, San Francisco, 1945) Compiled by Grace Hadley Fuller 13 p Typed
- Economics* A Selected List of References Compiled by Grace Hadley Fuller August 24, 1944 7 p Typed
- Electrical Engineering* Compiled by Frederick F Mascioli July 27, 1944 5 p Typed
- The Falkland Islands and Its Dependencies* A List of Recent References Compiled by Helen F Conover December 1, 1944 8 p Typed
- Finance, Reference Works on* Compiled by Helen F Conover August 7, 1944 8 p Typed
- Foreign Service—State Department* Basic Collection Compiled by Paul R Kruse December 1944 45 p Typed
- Foreign Service—State Department* (Supplementary list of United States Government Publications) Compiled by Paul R Kruse May 1945 7 p Typed
- Franklin Delano Roosevelt* Biographies and Speeches Compiled by Kathrine Oliver Murra May 21, 1945 3 p Typed
- Friedrich A Hayek, Writings of* Compiled by Helen F Conover November 23, 1944 3 p Typed
- General Engineering* Compiled by Frederick F Mascioli July 27, 1944 4 p Typed
- General George Armstrong Custer* A List of References (Supplementing List of June 11, 1941, with Additions, 1931) Compiled by Janice Harrington April 1945 4 p Typed
- Government Corporations* Selected References Compiled by Paul R Kruse March 5, 1945 3 p Typed
- Government in the United States* A List of Books on Restricted to about \$100 in Cost Compiled by Joseph L Rubin December 26, 1944 4 p Typed
- Governments of the Major Foreign Powers* A Selected List of References Compiled by Helen F Conover 1945 45 p Mimeographed
- Guam* A List of Additional References Compiled by Helen F Conover September 27, 1944 3 p Typed
- Industrial Engineering* Compiled by Frederick F Mascioli July 27, 1944 2 p Typed
- International Telecommunications* A Selected List of References January 1944–April 1945 Compiled by Kathrine Oliver Murra June 15, 1945 8 p Typed
- Interracial Relationships in the United States* A Selected List of References Compiled by Helen F Conover April 2, 1945 21 p Typed
- The Japanese Empire Industries and Transportation, A Selected List of References* Compiled by Florence S Hellman (Reissue, without change, of 1943 issue) 1945 56 p Mimeographed
- Library Trends in the United States* Compiled by Frances Cheney January 9, 1945 2 p Typed
- Luther Harris Evans, Writings of* A Partial List May 16, 1945 4 p Typed
- Mathematics and Physics* Compiled by Frederick F Mascioli July 27, 1944 2 p Typed
- Mechanical Engineering* Compiled by Frederick F Mascioli July 27, 1944 3 p Typed
- Medical Library Facilities* Compiled by Morris Leikind 3 p Typed
- Memorandum on Lowering the Voting Age to 18* 1944 1 p Mimeographed
- Mining and Metallurgical Engineering* Compiled by Frederick F Mascioli July 27, 1944 3 p Typed
- Money and Finance of Russia* Books, Pamphlets and Articles in Periodicals in the English Language, 1850–1944 Compiled by Helen F Conover July 1944 13 p Typed
- Novels by Young Writers* A Selection of Recent Writings Compiled by Helen F Conover February 13, 1945 4 p Typed
- Philosophical Periodicals* (List of, published outside England and the U S A) Compiled by David Baumgardt March 1945 50 p Typed
- Post-War Problems, A Current List of Printed United States Government Publications* Compiled by Kathrine Oliver Murra January–June 1944 114 p Mimeographed Reissued 1945
- *Supplement No 1* July–September 1944 Compiled by Kathrine Oliver Murra with the collaboration of librarians of the Federal agencies 1944 67 p Mimeographed Reissued 1945
- *Supplement No 2*, October–December 1944 Compiled by Kathrine Oliver Murra with the collaboration of librarians of the Federal agencies 1945 119 p Mimeographed
- Post-War Planning in Higher Education* Compiled by Frances Cheney January 9, 1945 2 p Typed

- Public Finances of the Philippine Commonwealth* Selected References Compiled by Helen F Conover September 23, 1944 3 p Typed
- Renegotiation of War Contracts, A Selected List of References* Compiled by Grace Hadley Fuller 1944 18 p Mimeographed
- The South Economic and Social Conditions* Compiled by Helen F Conover July 1944 34 p Typed
- Speech Difficulties Selected List of References* Compiled by Frances Cheney January 1945 5 p Typed
- Statistical and Other Books of Reference Concerning the United States* Compiled by Frances Cheney December 1, 1944 45 p Typed
- Tramp Ships A List of References* (Supplementary to List of Sept 22, 1944) Compiled by Evelyn K Floyd August 10, 1944 7 p Typed
- United Nations Conference on International Organization* (Suggested List of Books for the Library San Francisco, 1945) 131 p Typed
- United Nations Conference on International Organization* (Supplemental List of Books for the Library San Francisco, 1945) 22 p Typed
- United States History Selected List* Compiled by Ann Duncan Brown October 4, 1944 16 p Typed
- United States Senators, Autobiographical writings of* December 15, 1944 9 p Typed
- Universal Military Training, A Selected and Annotated List of References* Compiled by Frances Cheney 1945 138 p Mimeographed
- Veterans Affairs* A Partial List of U S Government Publications, January-May, 1945 Compiled by Kathrine Oliver Murra June 27, 1945 12 p Typed
- Women Soldiers and Spies—U S* Compiled by Frances Cheney December 1944 6 p Typed
- Women Soldiers and Spies—U S* Supplement Compiled by Frances Cheney December 28, 1944 4 p Typed
- Compulsory Arbitration of Labor Disputes, Excerpts and References* 1944 27 p Mimeographed
- Compulsory Military Training in Peacetime* 1945. 29 p Mimeographed
- Constitutional and Statutory Provisions in States Requiring Payment of a Poll Tax as a Prerequisite to Voting in General Elections, Historical Development* By S H Still June 5, 1945 4 p Supplement June 9, 1945 Typed
- Decreasing the Voting Age to Eighteen Years, Excerpts and References* 1944 31 p Mimeographed
- Digest of Public General Bills Supplement* 78th-79th Congresses 5 nos 1944-45 Mimeographed
- Digest of State Chain Store Laws* By N J Small February 5, 1945 7 p Typed
- Digest of State Laws Enacted During the Years 1941-44—Granting Rights, Benefits and Privileges to Persons Who were in the Military and Naval Services of the U S on September 16, 1940, and Those Who Entered the Armed Forces on or after that Date* By Carrie Hunter December 29, 1944 116 p Tables Typed
- Government Incentives for Increasing Petroleum Production, 1941-44* By Julius Allen January 30, 1945 4 p Typed
- Historical Development of Star Route Mail Service* By E Eleanor Rings July 8, 1944 17 p Typed
- History of Reorganizations of Congress* By Ernest S Griffith and A O Sarkissian November 27, 1944 27 p Typed
- Information About Life Insurance in Certain Latin American Countries* By John C Jackson April 12, 1945 17 p Typed
- Limitations on Expenditures and Contributions in a Campaign for Nomination and Election to the Office of United States Senator or Representative—State and Federal Law* By S H Still Part I, August 19, 1944 7 p Part II, September 6, 1944 Chart Typed
- Memorandum on Reasons for Establishing a Forest Products Utilization Laboratory in the Pacific Northwest* By Julius W Allen February 9, 1945 9 p Typed
- Military Training in Schools and Colleges* By A M Brown February 5, 1945 [8 p] Typed
- New England and the St Lawrence Seaway* By C Frank Keyser February 19, 1945 13 p Typed
- Nomination and Election of Presidential Electors Together With Such Instructions as Are Imposed Upon Them by State Laws* Compiled by S H Still 1944 22 p Mimeographed
- Partial Checklist of State Laws* Nos 1-24 April 16, 1945-June 30, 1945 Mimeographed
- Placement on the Ballot of the Names of the Candidates and Their Respective Party Affiliations in Certain*

## LEGISLATIVE REFERENCE SERVICE

- Abstracts of Postwar Literature Congressional Series* Nos 626-1,032 1944-45 Mimeographed
- Agencies of the Government Exercising Quasi-Judicial Functions* By Margaret Fennell May 1, 1945 7 p Typed
- Anglo-Chinese Relations, 1833-1943* By W R Tansill February 27, 1945 16 p Typed
- C I A A Abstracts* Nos 667-1044 1944-45 Mimeographed Distributed by the Office of Inter-American Affairs
- Changes in the Monetary System of the United States as Advocated by Presidents, Secretaries of the Treasury, and Selected Members of the Congress* By Estella T Weeks, December 13, 1944 88 p Typed

- States* By S H Still July 27, 1944 8 p  
Typed
- Poll Taxes and the Suffrage: Analysis of the State Laws Which Make Payment of the Poll Tax a Prerequisite to Voting* By S H Still December 31, 1944  
12 p Typed
- Provisions in the Various State Constitutions at the Time the Federal Constitution was Adopted Governing (a) Appointments, (b) Appropriations, (c) Removals, (d) Bill of Attainder* By M H Pendleton.  
January 12 1945 18 p Typed
- Provisions of State Constitutions Imposing Limits on Rates of Income and Inheritance Taxes* By N J Small November 25, 1944 2 p Typed
- Provisions of the Twentieth Amendment Relative to Presidential Succession* 1945 2 p Mimeographed
- Public Affairs Bulletin* Nos 32-34
- No 32 *Cartels and International Patent Agreements* Compiled by Leisa G Bronson (Revision of Bulletin No 26) 1944 97 p  
Mimeographed
- No 33 *The Reciprocal Trade Agreements Program*. (Revision of Bulletin No 19) 1945 107 p  
Mimeographed
- No 34 *Immigrants Policy in the Postwar World* 1945 8 p Mimeographed
- Section 9 of the Presidential Election and Succession Act of 1792* 1945 6 p Mimeographed
- Selected Statements of Franklin D. Roosevelt on Sending American Soldiers Abroad* (Reissue, with revisions, of 1941 edition) 1944 5 p Mimeographed
- Significant Changes in the Poll Tax Laws of the Various States during 1941-1944* By N J Small December 18, 1944 3 p Typed
- Some Recent Books on Public Affairs Available for Circulation in the Book Rooms* No 1 1945  
Mimeographed
- State Legislation, 1944-1945: Summaries of State Laws Currently Received in the Library of Congress* Vol 2, nos 18-23 and Vol 3, nos 1-3 July 1944-May 1945 Mimeographed
- Statements of the Various Presidents of the United States with Reference to the Presidential Term* Compiled by Margaret G B Blachly (Reissue, without change, of 1941 edition) 1944 26 p Mimeographed
- State Post-War Programs* By A M Brown February 26, 1945 17 p Typed chart
- State Primary Systems* By S H. Still February 1, 1945 1 p Typed
- Style Manual (Preliminary Edition)* 1944 48 p  
Mimeographed
- Summaries of Committee Hearings (G Series)* Nos 931-1041 1944-45 Mimeographed
- Taxation of Cooperative Enterprises* By John C Jackson May 2, 1945 10 p Typed
- The League of Nations Covenant and the Dumbarton Oaks Proposals* Compiled by Francis O Wilcox and Alvin B Glazer April 17, 1945 32 p  
Typed
- The Mandates System and the Dependent Area Problem* By Francis O Wilcox and Alvin B Glazer, April 10, 1945 49 p Typed
- The "Proposed 22nd Amendment" of the Constitution* By N J Small January 7, 1944, revised June 21, 1944 [revised August 17, 1945] 2 p Typed
- The Ratification of Treaties in Certain Foreign Countries* By V W Brewer October 12, 1944 6 p Typed
- The Story of Florida* By W R Tansill February 14, 1945 23 p Typed
- Water Pollution Control Bills* By Hugh Price January 25, 1945 3 p Typed
- Women in the Congress of the United States* 1945 13 p.  
Mimeographed

## MUSIC DIVISION

- Catalog of Phonograph Records: Selected Titles from the Archive of American Folk Song, Issued to January 1943* Reissued 1944 18 p Multilithed

## ORIENTALIA DIVISION

- Classification Scheme for Chinese Books* 1945 279 p.  
Ozolid processed

## PHOTOGRAPH SECTION

- Index of Microfilms Series A Lots 1-7737* An alphabetical index to the principal subjects of the first 100 reels of microfilm copies of documentary photographs, including the photographic survey of the United States produced under the direction of Roy S Stryker for the Farm Security Administration and the Office of War Information in 1935-1943 1945 26 p.  
Mimeographed
- Manual of the Photograph Section* 1945 5 p  
Mimeographed

## REFERENCE DEPARTMENT

- Chemical Warfare: A Check List, March 1, 1943, and Supplement No 1, June 1, 1944* Prepared by Charles H Wentz 1944 17 and 38 p  
Mimeographed
- Report on the Scandinavian Collection* By Sigmund Skard 1944 96 p Mimeographed

*Russia: A Check List Preliminary to a Basic Bibliography of Materials in the Russian Language* Parts 1-8, 1944-1945 Mimeographed

Part 1 *Belles Lettres* 1944 99 p

Part 2 *Economic Conditions and Social History Prior to 1918* 1944 74 p.

Part 3 *Fine Arts* 1944 38 p

Part 4 *Laws and Institutions Prior to 1918* 1944 62 p

Part 5 *Folklore, Linguistics and Literary Forms, and Part 6 Church and Education Prior to 1918* 1944 21 and 33 p

Part 7 *History, including Auxiliary Sciences, Prior to 1918* 1945 123 p

Part 8 *Theatre and Music Prior to 1918* 1945. 23 p

## SERIALS DIVISION

*Newspapers Currently Received, September 1911* 32 p  
1944 Mimeographed

## SUBJECT CATALOGING DIVISION

*Classification Class D World War, 1939-Additions to June 1, 1944* 1944 9 p Fluid processed

## UNION CATALOG DIVISION

*Check List of Certain Periodicals* 1944-45

*Select List of Unlocated Research Books, No 9, May 1945* 1945 49 p Mimeographed

## C PRESS RELEASES ISSUED FISCAL YEAR 1945

No

198 Library of Congress acquires two manuscripts of Albert Einstein, including manuscript of his first paper on theory of relativity August 1, 1944

199 New Library of Congress exhibition displays prints of 1844-1904 Presidential campaigns September 8, 1944

200 Cooperation of Army Ordnance Association with Library of Congress makes complete file of *Army Ordnance* now available on microfilm September 12, 1944

201 Library of Congress announces the continuation of exhibit of American Battle Art until November 1 September 12, 1944

202 Library of Congress names Joseph P. Blickensderfer editor of forthcoming quarterly guide to U S books September 12, 1944

203 Library of Congress announces publication of guide to library and reference facilities of Washington September 12, 1944

204 Film reviewers for Library of Congress find American taste in screen heroes is changing September 19, 1944

205 Rare Russian military books from time of Peter the Great are placed on exhibition at the Library of Congress September 14, 1944

206 Library of Congress is presented papers of five generations of McPherson family September 15, 1944

207 Declaration of Independence and Constitution of the United States to be returned to public view at the Library of Congress on October 1 September 20, 1944

No

208 Most precious possessions of the people of the United States to be returned to exhibition at Library of Congress on Sunday September 29, 1944

209 The Elizabeth Sprague Coolidge Foundation and the Tenth Festival of Chamber Music, October 28, 29, 30, 1944 October 10, 1944

210 Exhibition halls of the Library of Congress open two and a half hours earlier on Sunday October 19, 1944

211 Law Library in the Library of Congress publishes first of new series of Latin American legal guides October 25, 1944

211-A La Biblioteca juridica del Congreso publica otro tomo de su serie de bibliografias juridicas November 6, 1944

211-B A biblioteca juridica do Congresso aumenta a sua serie de bibliografias juridicas November 6, 1944

212 Remarks of Mr. Archibald MacLeish, the Librarian of Congress, on the occasion of the program presented in honor of the eightieth birthday of Mrs. Elizabeth Sprague Coolidge, October 30, 1944, in the Coolidge Auditorium of the Library of Congress October 30, 1944

213 Music lovers of the Nation honor Mrs. Elizabeth Sprague Coolidge in celebration of her eightieth birthday at Library of Congress October 30, 1944

214 Remarks of Mrs. Elizabeth Sprague Coolidge on the occasion of the program presented at the Library of Congress in honor of her eightieth birthday October 30, 1944

215 President Lincoln's historic "But You Must Act" letter to McClellan to be placed on

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| <p>No</p> <p>exhibition at the Library of Congress on Wednesday November 8, 1944</p> <p>216 New Library of Congress publication is guide to English and American legal bibliographies November 13, 1944</p> <p>217 Armistice Day exhibition at the Library of Congress to include original documents of the treaties of Munster and Versailles November 10, 1944</p> <p>218 Library of Congress receives Rockefeller Foundation grant of \$47,800 to prepare union catalog record of its extensive Slavic Collections November 13, 1944</p> <p>219 Rare Chinese books from Peiping now on exhibit in the Library of Congress November 15, 1944</p> <p>220 The Library of Congress joins other American libraries in celebrating week devoted to "Freedom of the Press" November 16, 1944</p> <p>221 Lost books from Thomas Jefferson's library November 22, 1944</p> <p>222 Rockefeller Foundation establishes Library of Congress Grants-in-Aid for studies in American history and civilization November 27, 1944</p> <p>223 Concluding volume of a new Chinese biographical dictionary is published by Orientalia Division of Library of Congress December 5, 1944</p> <p>224 The Library of Congress announces the opening of an exhibition of manuscripts and other material relating to Nicolò Paganini December 19, 1944</p> <p>225 Archibald MacLeish's appointment as Assistant Secretary of State is marked by special exhibition at the Library of Congress December 20, 1944</p> <p>226 Library of Congress announces the opening of new exhibition of Soviet war posters December 22, 1944</p> <p>227 Presidential inaugurations of past are theme of new exhibition at the Library of Congress January 4, 1945</p> <p>228 [Library of Congress has successfully concluded an exhibition of outstanding recent Jewish publications, American and Palestinian, in observance of National Jewish Book Month] January 10, 1945</p> <p>229 Library of Congress to sponsor Third National Pennell Fund Exhibition of prints open to all artists, may award 35 purchase prizes totaling \$1,600 January 10, 1945</p> <p>230 Library of Congress exhibition will commemorate the centenary of Florida's entrance into Union January 26, 1945</p> | <p>No</p> <p>231 Fort Knox was repository for Declaration of Independence and Constitution, Library of Congress journal discloses January 29, 1945</p> <p>232 Twenty rare early editions of Don Quixote by Miguel de Cervantes Saavedra, presented to the Library of Congress by Leonard Keble, to be exhibited January 30, 1945</p> <p>233 [Two rare early nineteenth century terrestrial and celestial globes made by James Wilson of Vermont, the first American globe-maker, will be placed on display in the Library of Congress on Saturday, February 3] January 31, 1945</p> <p>234 [In honor of the 400th anniversary of the birth of its founder and as an expression of friendship for a distinguished English institution, the Library of Congress will display two rare publications pertaining to the Bodleian Library] February 19, 1945</p> <p>235 [The latest English translation of the inspirational book of the Hindus, the <i>Bhagavad-gītā</i>, or Song of the Blessed One, will be shown beside an early nineteenth century miniature manuscript of the same work] February 12, 1945.</p> <p>236. [Exhibition of a copy of <i>The Military Costume of Turkey</i>, published at London in 1818 by Thomas McLean] February 5, 1945</p> <p>237 [The Library of Congress has microfilmed its unique collection of Slave narratives] February 1, 1945</p> <p>238 "Negro History Week" is marked by Library of Congress exhibit February 15, 1945</p> <p>239 Selection of gifts received from Mrs. Whittall is placed on display at the Library of Congress February 16, 1945</p> <p>240 Gift to Library of Congress of original of Bill of Rights to be marked by special ceremonies Wednesday, February 21 February 17, 1945</p> <p>241 Library of Congress to mark centennial of Florida's statehood with an address by Senator Claude Pepper and special exhibit February 27, 1945</p> <p>242 Acquisitions of the Library of Congress approach total of three million pieces in last fiscal year March 8, 1945</p> <p>243 Sam Bass Warner, Harvard professor of law, is appointed U. S. Register of Copyrights March 8, 1945</p> <p>244 Theodor Gaster is appointed chief of the Hebrew Section at the Library of Congress March 14, 1945</p> |
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- No
- 245 Library of Congress names advisory committee for forthcoming quarterly guide to U S books March 15, 1945
- 246 [Acquisition by the Library of Congress of an important collection of Woodrow Wilson letters is announced] March 19, 1945
- 247 New Library of Congress guide to Latin American periodicals is collaborative product of over 300 South American editors April 2, 1945
- 248 Three noted printmakers are serving as jury of admission for National Exhibition of Prints at Library of Congress April 3, 1945
- 249 Library of Congress announces the publication of a new guide to early American secular music April 28, 1945
- 250 New *United States Quarterly Book List* is published by the Library of Congress April 18, 1945
- 250-A [La Biblioteca del Congreso tiene el placer de anunciar la publicación del primer número de *The United States Quarterly Book List*] April 18, 1945
- 251 Library of Congress announces 35 winners of \$1,600 in purchase prizes from Third National Pennell Fund Exhibition of prints opening May 1 April 27, 1945
- 252 [Mr. Barney Balaban, of New York, presents to the Library of Congress an original manuscript draft of telegram by Abraham Lincoln] May 4, 1945
- 253 Paganini exhibition at the Library of Congress will be continued through Wednesday, May 18 May 5, 1945
- 254 [Recruitment of Employees] May 14, 1945
- 255 Library of Congress announces a forthcoming exhibition of cartoons by Clifford K. Berryman, cartoonist of the Washington *Evening Star* May 12, 1945
- 256 The Library of Congress announces the publication of new bibliography on the Netherlands East Indies May 14, 1945
- No
- 257 Thomas Mann to discuss "Germany and the Germans" in lecture at the Library of Congress on May 29 May 15, 1945
- 258 [The Photograph Section of the Library of Congress on Tuesday, May 22, will open a small exhibition of photographs of American stoves] May 21, 1945
- 259 Library of Congress announces first awards of Grants-in-Aid for studies in the history of American civilization May 23, 1945
- 260 The papers of the late Senator Nelson Wilmarth Aldrich of Rhode Island are presented to Library of Congress May 25, 1945
- 261 James Waldo Fawcett, of Washington *Evening Star*, appointed honorary Consultant in Philately at the Library of Congress May 26, 1945
- 262 Library of Congress announces annual selection of motion pictures May 29, 1945
- 263 [An exhibition of circus posters covering the period from 1870-1910] June 6, 1945
- 264 [An exhibition of photographs depicting a cross-section of life in America] June 6, 1945
- 265 [The Photograph Section of the Library of Congress will open on Wednesday, June 6, an exhibit of American barns] June 6, 1945
- 266 [A highly important new musical score has been added to the collection of the Library of Congress The original manuscript of "Marinka" by the internationally celebrated operetta composer, Emmerich Kalman] June 12, 1945
- 267 Exhibition of life-size photographs of Nazi atrocities to open at the Library of Congress on Saturday, June 30 June 22, 1945
- 268 [Señor Jorge Aguayo, Assistant Director of the University of Havana Library, has just arrived from Cuba to serve as Consultant in Library Science at the Library of Congress \* \* \*] June 28, 1945.

## D EMBOSSED AND TALKING BOOKS ISSUED FISCAL YEAR 1945

## I BRAILLE TITLES

*Agriculture*

- Bennett, H H and Prvoir, W C—This Land We  
Defend 1 v, 145 pp [26 copies]  
U S Department of Agriculture, Farmers' Bulletin  
No 1470—Care and Management of Dairy  
Cows, 1 v, 102 pp [26 copies]  
U S Department of Agriculture, Farmers' Bulletin  
No 1167—Essentials of Animal Breeding  
1 vol, 60 pp [26 copies]  
U S Department of Agriculture, Farmers' Bulletin  
No 1626—Feeding Dairy Cows 1 v, 58  
pp [26 copies]

*Anthropology*

- Mead, Margaret—And Keep Your Powder Dry  
2 v, 394 pp [26 copies]

*Art*

- Claven, Thomas—Men of Art 6 v, 1,028 pp  
[26 copies]

*Aviation*

- Stout, W B and Reck, F M—Tomorrow We  
Fly 2 v, 292 pp [26 copies]

*Biography*

- Bowen, Catherine Drinker—Yankee From Olympus  
6 v, 1,002 pp [26 copies]  
Ellhott, Maude Howe—This Was My New Port  
4 v, 678 pp [10 copies]  
James, Marquis—The Raven 5 v, 940 pp [26  
copies]  
Josephson, Matthew—Zola and His Time 6 v,  
1,080 pp [26 copies]  
Kimbrough, Emily—How Dear to My Heart.  
3 v, 471 pp [26 copies]  
Pitkin, Walter B—On My Own 8 v, 1,376 pp  
[26 copies]  
Stern, G B—Trumpet Voluntary 4 v, 648 pp  
[26 copies]

*Cooking*

- Metropolitan Life Insurance Company—Metro-  
politan Cook Book, 1 v [no record of number  
of pages].

*Description, Travel, Adventure*

- Ellsberg, Commander Edward—Hell on Ice 4 v,  
722 pp [26 copies]  
Johnson, Osa—Bride in the Solomons 3 v,  
468 pp [26 copies]  
Kane, Harnett T—The Bayous of Louisiana  
4 v, 552 pp [26 copies]

- Landon, Margaret—Anna and the King of Siam  
5 v, 936 pp [26 copies]  
Tomlinson, H M—The Sea and the Jungle  
3 v, 536 pp [26 copies]  
Villiers, A J—By Way of Cape Horn 3 v  
492 pp [26 copies]

*Drama*

- Van Druten, John—The Voice of the Turtle  
1 v [no record of number of pages]

*Education*

- Van Doren, Mark—Liberal Education 2 v,  
280 pp [26 copies]

*English Language*

- Opdycke, John P—Take a Letter, Please! 8 v,  
1,320 pp [26 copies]  
Opdycke, John P—Say What You Mean 11 v,  
1,926 pp [26 copies]  
Richards, I A—Basic English and Its Uses 2 v,  
274 pp [26 copies]

*Essays, Belles-Lettres, Etc*

- Cuppy, Will—How to Tell Your Friends From  
the Apes 1 v, 174 pp [26 copies]  
Woolcott, Alexander—The Letters of Alexander  
Woolcott 5 v, 772 pp [26 copies]

*Fiction*

- Allen, Hervey—Bedford Village 4 v, 736 pp [26  
copies]  
Allis, Marguerite—All in Good Time 5 v, 802  
pp [26 copies]  
Bailey, H C—Mr Fortune Objects 3 v, 444  
pp [26 copies]  
Baner, Skulda V—Latchstring Out 3 v, 540 pp  
[26 copies]  
Bates, H E—Fair Stood the Wind for France  
3 v, 543 pp [26 copies]  
Bayliss, Marguerite—The Bolnvars 4 v, 792 pp  
[26 copies]  
Bellamann, Henry—Victoria Grandolet 3 v,  
510 pp [26 copies]  
Best, Herbert—Young 'Un 3 v, 600 pp [26  
copies]  
Borrow, George—The Romany Rye 5 v, 955  
pp [26 copies]  
Brown, Harry—A Walk in the Sun 2 v, 284 pp  
[26 copies]  
Bullen, Frank T—The Cruise of the Cachalot  
4 v, 604 pp [26 copies]  
Chesterton, G K—The Innocence of Father  
Brown 3 v, 434 pp [26 copies]

- Childs, Marquis W—The Cabin 3 v, 420 pp [26 copies]
- Christie, Agatha—Towards Zero 2 v, 372 pp [26 copies]
- Costain, Thomas B—Ride With Me 8 v, 1,496 pp [26 copies]
- Cronin, A J—The Green Years 4 v, 618 pp [26 copies]
- De La Roche, Mazo—The Building of Jalna 4 v 667 pp [26 copies]
- Dreiser, Theodore—An American Tragedy 11 v, 1,926 pp [10 copies]
- Farjeon, Jefferson—Greenmask 3 v, 432 pp [26 copies]
- Fast, Howard—Freedom Road 3 v, 532 pp [26 copies]
- Feiber, Edna—Great Son 3 v, 495 pp [26 copies]
- Field, Peter—Fight for Powder Valley 2 v, 280 pp [26 copies]
- Fletcher, Inglis—Lusty Wind for Carolina 8 v, 1,360 pp [26 copies]
- Foley, Martha (editor)—Best American Stories of 1943 5 v, 880 pp [26 copies]
- Foley, Martha (editor)—Best American Short Stories, 1944 6 v, 1,038 pp [26 copies]
- France, Anatole—The Queen Pedauque 3 v, 450 pp [26 copies]
- Frisbie, Robert Dean—The Island of Desire 3 v, 521 pp [26 copies]
- Fuller, Timothy—Harvard Has a Homicide 2 v, 294 pp [26 copies]
- Gilpatric, Guy—Mr Glencannon Ignores the War 2 v, 293 pp [26 copies]
- Godden, Rumer—Take Three Tenses 2 v 334 pp [26 copies]
- Goodman, Jack—The Fireside Book of Dog Stories 7 v, 1,148 pp [26 copies]
- Goudge, Elizabeth—Green Dolphin Street 7 v, 1,274 pp [26 copies]
- Graham, Gwethalyn—Earth and High Heaven 3 v, 579 pp [26 copies]
- Guiraldes, Ricardo—Don Segundo Sombra 2 v, 350 pp [26 copies]
- Huxley, Aldous—Point Counter Point 6 v, 1,020 pp [10 copies]
- Jackson, Joseph Henry—Continent's End 5 v, 830 pp [26 copies]
- Jameson, Storm—The Lovely Ship 4 v, 652 pp [26 copies]
- Joyce, James—Dubliners 3 v, 414 pp [10 copies]
- Kelland, Clarence Budington—Alias Jane Smith 2 v, 372 pp [26 copies]
- Kendrick, Baynard—Death Knell 2 v, 382 pp [26 copies]
- Kossack, Zofia—Blessed Are the Meek 5 v, 835 pp [26 copies]
- Kroll, Harry Harrison—Fury in the Earth 3 v, 498 pp [26 copies]
- Leacock, Stephen—Happy Stories 2 v, 398 pp [26 copies]
- Lindbergh, Anne Morrow—The Steep Ascent 1 v, 180 pp [26 copies]
- Lofts, Norah—The Golden Fleece 3 v, 482 pp [26 copies]
- Mann, Thomas—Joseph the Provider 5 v, 940 pp [26 copies]
- Marsh, Ngaio—Died in the Wool 3 v 496 pp [26 copies]
- Maupassant, Guy de—The Odd Number 1 v, 188 pp [26 copies]
- Mulford, Clarence E—The Bar 20 Rides Again 3 v, 514 pp [26 copies]
- Pennell, Joseph Stanley—The History of Rome Hanks and Kindred Matters 5 v, 850 pp [26 copies]
- Plummer, Mary Elizabeth—The Collected Works of Mrs Peter Willoughby 2 v, 275 pp [26 copies]
- Porter, Katherine Anne—The Leaning Tower 2 v, 290 pp [26 copies]
- Rice, Craig—Home Sweet Homicide 3 v, 585 pp [26 copies]
- Robertson, E Arnot—The Signpost 3 v, 540 pp [26 copies]
- Rolland, Roman—Jean Christophe 18 v, 3,046 pp [26 copies]
- Runbeck, Margaret—Time for Each Other 2 v, 264 pp [26 copies]
- Sayers, Dorothy L—Lord Peter Views the Body 3 v, 558 pp [26 copies]
- Seton, Anya—Dragonwreck 5 v, 840 pp [26 copies]
- Schute, Nevil—Pastoral 3 v, 502 pp [26 copies]
- Sinclair, Upton—Presidential Agent 9 v, 1,638 pp [26 copies]
- Smith, Lillian—Strange Fruit 4 v, 708 pp [26 copies]
- Steinbeck, John—Of Mice and Men 1 v, 160 pp [26 copies]
- Stone, Irving—Immortal Wife 7 v, 1,232 pp [26 copies]
- Stuart, Jesse—Mongrel Mettle 2 v, 290 pp [26 copies]
- Swinnerton, Frank—A Woman in Sunshine 4 v, 724 pp [26 copies]
- Taylor, Rosemary—Ridin' the Rainbow 2 v, 390 pp [26 copies]
- Thirkell, Angela—The Headmistress 4 v, 662 pp [26 copies]
- Thurber, James—Middle-Aged Man on the Flying Trapeze 2 v, 368 pp [26 copies]



Train, Arthur—Tutt and Mr Tutt 3 v, 486 pp [26 copies]  
 Wescott Glenway—Apartment in Athens 2 v, 380 pp [26 copies]  
 Wharton, Edith—The Age of Innocence 3 v, 558 pp [26 copies]  
 White, E. B. and Katherine S.—A Subtreasury of American Humor 10 v, 1,750 pp [26 copies]

#### *Fishing*

Grey, Zane—Tales of Fishes 3 v, 402 pp [26 copies]  
 Robins, John D.—The Incomplete Anglers 2 v, 372 pp [26 copies]

#### *History*

Beard, Charles A. and Mary R.—A Basic History of the United States 7 v, 1,190 pp [26 copies]  
 Becker, Carl L.—How New Will the Better World Be? 2 v, 375 pp [26 copies]  
 Benét, Stephen Vincent—America 1 v, 196 pp [10 copies]  
 Bonsal, Stephen—Unfinished Business 4 v, 778 pp [26 copies]  
 Clapper, Raymond—Watching the World 5 v, 814 pp [26 copies]  
 Deweerd, Major H. A.—Great Soldiers of World War II 4 v, 652 pp [26 copies]  
 Freeman, Douglas Southall—Lee's Lieutenants a study in command Vol III 14 v, 2,394 pp [10 copies]  
 Grew, Joseph C.—Ten Years in Japan 8 v, 1,352 pp [26 copies]  
 Heiden, Konrad—Der Fuehrer 9 v, 1,692 pp [26 copies]  
 Johnson, Gerald W.—American Heroes and Hero-Worship 3 v, 450 pp [26 copies]  
 Lippmann, Walter—U. S. War Aims 2 v, 364 pp [26 copies]  
 Pyle, Ernie—Brave Men 6 v, 1,050 pp [26 copies]  
 Repplier, Agnes—Junipero Serra 2 v, 328 pp [26 copies]  
 Sherrod, Robert—Tarawa 2 v, 375 pp [26 copies]  
 Snow, Edgar—People on Our Side 4 v, 752 pp [26 copies]  
 Stettinius, Edward R., Jr.—Lend-Lease Weapon for Victory 4 v, 720 pp [26 copies]  
 Treaskis, Richard—Invasion Diary 3 v, 484 pp [26 copies]  
 Welles, Sumner, (editor)—An Intelligent American's Guide to the Peace 11 v, 1,980 pp [26 copies]  
 Willkie, Wendell L.—An American Program 1 v, 127 pp [26 copies]

Yutang, Lin—The Vigil of a Nation 4 v, 640 pp [26 copies]  
 Welles, Sumner—The Time for Decision 5 v, 916 pp [26 copies]

#### *Home Economics*

Zemurray, Sarah—Useful Information for Every Household 2 v, 336 pp [26 copies]

#### *Law*

Pollard, Joseph P.—Mr Justice Cardozo 4 v, 624 pp [26 copies]

#### *Literary History and Criticism*

Brooks, Van Wyck—The World of Washington Irving 7 v, 1,196 pp [26 copies]

#### *Magazines*

All Story Braille Magazine—[85 subscriptions]\*  
 Baille Book Review—11 v [3,250 copies per month]  
 Braille Mirror—[92 subscriptions]  
 Braille Radio News—[70 subscriptions]  
 Braille Science Journal—[39 subscriptions]  
 The Hampstead—[31 subscriptions]  
 Hora Jucunda—[30 subscriptions]  
 Progress—[33 subscriptions]  
 Readers Digest—[134 subscriptions]

#### *Medicine, Hygiene, Nursing*

Gumpert, Dr. Martin—You Are Younger Than You Think 3 v, 462 pp [26 copies]  
 Ray, Marie Beynon—How Never To Be Tired 3 v, 518 pp [26 copies]

#### *Music*

Bowen, Catherine Drinker and Barbara Van Meck—"Beloved Friend" 7 v, 1,148 pp [26 copies]  
 Goldberg, Isaac—George Gershwin 3 v, 436 pp [26 copies]

#### *Philosophy*

Dickinson, G. Lowes—A Modern Symposium 1 v, 170 pp [26 copies]

#### *Poetry*

Williams, Oscar—New Poems 1944 3 v, 522 pp [26 copies]

#### *Religion*

Fosdick, Harry Emerson—A Great Time To Be Alive 3 v, 480 pp [26 copies]  
 Jones, E. Stanley—The Christ of the American Road 2 v, 392 pp [26 copies]  
 Jones, Rufus M.—The Radiant Life 2 v, 266 pp [26 copies]

*Salesmanship*

Simmons, Harry—Successful Selling for the New Day 4 v, 704 pp [26 copies]

*Science, Natural History*

Beebe, William (editor)—The Book of the Naturalists 7 v, 1,230 pp [26 copies]  
 Joffe, Bernard—Men of Science in America 8 v, 1,360 pp [26 copies]  
 Peterson, Houston—Huxley 4 v, 680 pp [26 copies]

*Sociology*

Cherne, Leo—The Rest of Your Life 4 v, 605 pp [26 copies]  
 Natonek, Hans—In Search of Myself 3 v, 473 pp [26 copies]  
 Ottley, Roi—'New World A-Coming'—4 v, 651 pp [26 copies]

*Sports*

Kieran, John—The American Sporting Scene 2 v, 254 pp [26 copies]

## 2 MOON TITLES

*Fiction*

Allen, Hervey—The Forest and the Fort 9 v [15 copies]  
 Cather, Willa—A Lost Lady 2 v, 191 pp [15 copies]  
 Dickens, Charles—Great Expectations 12 v [15 copies]  
 Haycox, Ernest—Bugles in the Afternoon 9 v, 765 pp [15 copies]  
 Leacock, Stephen—Happy Stories 6 v, 498 pp [15 copies]

*Magazines*

Moon Magazine Monthly

## 3 TALKING BOOK TITLES

*Agriculture*

Bromfield, Louis—Pleasant Valley 22 records  
 Greenberg, David B and Corbin, Charles—So You're Going to Buy a Farm 8 records  
 Howard, Robert West—Two Billion Acre Farm 17 records  
 Sears, Paul B—Deserts on the March 11 records

*Art*

Craven, Thomas—Men of Art 41 records, 2 containers

*Biography*

Bowen, Catherine Drinker—Yankee from Olympus 40 records, 2 containers  
 Chesterton, G K—St Francis of Assisi 11 records

Hathaway, Katherine Butler—The Little Locksmith 15 records  
 James, Marquis—The Raven 27 records, 2 containers  
 O'Sullivan, Maurice—Twenty Years A-Growing 19 records  
 Pearson, Hesketh—G B S A Full Length Portrait 41 records, 2 containers  
 Pringle, Henry F—Theodore Roosevelt 45 records, 3 containers  
 Rawlings, Marjorie Kinnan—Cross Creek 25 records, 2 containers  
 Steffens, Lincoln—The Autobiography of Lincoln Steffens Part II 60 records, 3 containers  
 Ybarra, T R—Young Man of Caracas 20 records

*Blind*

Clunk, Joseph—Open Letter to my Newly Blinded Friend 3 records

*Catalogues*

Catalogues—Talking Books for the Blind Placed in the Distributing Libraries 1 record

*Description, Travel, Adventure*

Ellsberg, Commander Edward—Hell on Ice 26 records, 2 containers  
 Johnson, Osa—Bride in the Solomons 19 records  
 Landon, Margaret—Anna and the King of Siam 30 records, 2 containers  
 Long, Haniel—The Power Within Us 2 records  
 Poncins, Gontran de and Galantiere, Lewis—Kabloonka 20 records  
 Tomlinson, H M—The Sea and the Jungle 22 records  
 Villiers, A J—By Way of Cape Horn 20 records

*Essays and Belles-Lettres*

Cerf, Bennett—Try and Stop Me 20 records  
 Ethridge, Willie Snow—This Little Pig Staved Home 13 records  
 Fadiman, Clifton—Selections from "Reading I've Liked" 6 records  
 Hope, Bob—I Never Left Home 11 records  
 Robejohn, Gibbings, T H—Good Bye Mr Chippendale 6 records

*Fiction*

Allen, Hervey—The Forest and the Fort 29 records, 2 containers  
 Bailey, H C—My Fortune Objects 16 records  
 Balzac, Honore de—Christ in Flanders and Other Stories 25 records, 2 containers  
 Bayliss, Marguerite—The Bolinvars 28 records, 2 containers  
 Bruce, George—Navy Blue and Gold 15 records

- Bullen, Frank T.—The Cruise of the Cachalot 24 records, 2 containers  
 Carv, Lucien—The Duke Steps Out 15 records  
 Chesterton, G. K.—The Innocence of Father Brown 15 records  
 Christie, Agatha—And Then There Were None 12 records  
 Connor, Ralph—The Man From Glengarry 24 records, 2 containers  
 Cronin, A. J.—The Green Years 22 records  
 Davis, William Stearns—Belshazzar A Tale of the Fall of Babylon 19 records  
 Disney, Dorothy C.—The Seventeenth Letter 16 records  
 Dostoevsky, Fyodor—The Brothers Karamazov 72 records, 4 containers  
 Doyle, A. Conan—His Last Bow 71½ records  
 Dumas, Alexandre—The Count of Monte Cristo 99 records, 5 containers  
 Edmonds, Walter D.—Rome Haul 23 records, 2 containers  
 Fainol, Jeffery—The Broad Highway 31 records, 2 containers  
 Fedotova, Nina—The Family 20 records  
 Feld, Rose—Sophie Halenczik, American 61½ records  
 Field, Peter—Fight for Powder Valley 9 records  
 Forester, C. S.—Commodore Hornblower 20 records  
 Forster, E. M.—A Room with a View 15 records  
 Greene, Ward—What They Don't Know 11 records  
 Goudge, Elizabeth—Green Dolphin Street 50 records, 3 containers  
 Graham, Gwethalyn—Earth and High Heaven 20 records  
 Hough, Emerson—The Covered Wagon 18 records  
 Isaacs, Jorge—Maria 21 records  
 Jameson, Storm—The Lovely Ship 26 records, 2 containers  
 Joyce, James—The Dubliners 17 records  
 Kendrick, Baynard—Blind Man's Bluff 12 records  
 Kendrick, Baynard—Death Knell 12 records  
 Kendrick, Baynard—The Odor of Violets 13 records  
 Kingsley, Charles—Westward Ho! 35 records, 2 containers  
 Knight, Eric—Sam Small Flies Again 14 records  
 Kynes, Peter B.—The Go-Getter 2 records  
 Lasswell, Mary—Suds in Your Eye 8 records  
 Leacock, Stephen—Happy Stories 14 records  
 London, Jack—White Fang 15 records  
 McFee, William—Casuals of the Sea 40 records, 2 containers  
 Macardle, Dorothy—The Uninvited 21 records  
 Marquand, J. P.—The Late George Apley 22 records  
 Marjyat, Captain Frederick—Peter Simple, 33 records, 2 containers  
 Maupassant, Guy de—The Odd Number 8 records  
 Morton, Jane—Blackbirds on the Lawn 13 records  
 Mulford, Clarence E.—The Bar 20 Rides Again 18 records  
 Mulock—John Halifax, Gentleman 40 records, 2 containers  
 O'Hara, Mary—Thunderhead 25 records, 2 containers  
 Plummer, Mary Elizabeth—The Collected Works of Mrs. Peter Willoughby 8 records  
 Porter, Jane—The Scottish Chiefs 56 records, 3 containers  
 Roberts, Kenneth—Rabble in Arms 55 records, 3 containers  
 Rolland, Romain—Jean Christophe 119 records, 6 containers  
 Sayers, Dorothy L.—Lord Peter Views the Body 23 records, 2 containers  
 Sharp, Margery—Cluny Brown 14 records  
 Short, Luke—And the Wind Blows Free 10 records  
 Shute, Nevil—Pastoral 16 records  
 Stuart, Jesse—Taps for Private Tussie 17 records  
 Train, Arthur—Tutt and Mr. Tutt 16 records  
 Travers, P. L.—Mary Poppins 71½ records  
 Van Dine, S. S.—The Canary Murder Case 19 records  
 Walpole, Hugh—Fortitude 34 records, 2 containers  
 Wescott, Glenway—The Pilgrim Hawk 6 records  
 Wharton, Edith—The Age of Innocence 23 records, 2 containers  
 White, E. B. and Katherine S., *editors*—A Subtreasury of American Humor 15 records  
 Wilson, Margaret—The Able McLaughlins 13 records  
 Wren, Percival C.—Beau Geste 28 records, 2 containers
- Fishing*
- Grey, Zane—Tales of Fishes 15 records
- History*
- Adamic, Louis—My Native Land 36 records, 2 containers  
 Benét, Stephen Vincent—America 8 records  
 Debo, Angie—Prairie City 19 records  
 Forbes, Esther—Paul Revere and the World He Lived In 37 records, 2 containers  
 Grew, Joseph C.—Ten Years in Japan 47 records, 3 containers

Morison, Samuel Eliot—Massachusetts de  
Conditoribus 30 records, 2 containers  
Power, Eilsen—Medieval People 12 records  
Repplier, Agnes—Junipero Serra 14 records  
Santayana, George—Character and Opinion in  
the United States 11 records  
Welles, Sumner—The Time for Decision 29  
records, 2 containers

*Law*

Pollard, Joseph P—Mr Justice Cardozo 23  
records, 2 containers

*Literary History and Criticism*

Brooks, Van Wyck—The Flowering of New Eng-  
land 44 records, 2 containers

*Medicine, Hygiene, Nursing*

Johnson, Harry J—Invitation to Health 15  
records

*Music*

Bowen, Catherine Drinker and Barbara von  
Meck—Beloved Friend 45 records, 3 contain-  
ers.

Downes, Edward—Adventures in Symphonic  
Music 21 records

Goldberg, Isaac—George Gershwin 18 records

Sullivan, J W—Beethoven His Spiritual Devel-  
opment 11 records

*Poetry*

Hardy, Thomas—Poems of Thomas Hardy 5  
records  
16th & 17th Century English Poems 3 records

*Radio*

Tyler, Kingdon S—Modern Radio 10 records

*Religion and Ethics*

Chase, Mary Ellen—The Bible and the Common  
Reader 21 records

*Salesmanship*

Simmons, Harry—Successful Selling for the New  
Day 25 records, 2 containers

*Science and Natural History*

Carrighar, Sally—One Day on Beetle Rock  
11 records

Mills, John—Electronics—Today & Tomorrow  
11 records

Peterson, Houston—Huxley 21 records

*Sociology*

Papashvily, George and Helen—Anything Can  
Happen 10 records

*Sports*

Graham, Frank—McGraw of the Giants 20  
records

Kieran, John—The American Sporting Scene  
10 records

## Appendix VI. Contents of the *Quarterly Journal of Current Acquisitions*, Volume 2

### *Number 1 November 1944*

- The Library of Congress Film Project Exposition of a Method *Barbara Deming*  
 The Slave as His Own Interpreter (Selections from interviews with former slaves, recorded by members of the Federal Writers' Project from 1936 to 1938) *B. A. Botkin*  
 The War and the National Monuments (The return of the Declaration of Independence and the Constitution of the United States from protective storage) *Robert Penn Warren*  
 The John Cleves Short Collection of Papers of the Short, Harrison, Symmes, and Allied Families *St. George L. Sioussat*  
 The Publishing Activities of the Deutsche Informationsstelle *Mortimer Taube*  
 Nazi Victims in the World of Books *Max Lederer*  
 Review of the Quarter (A report on the important additions to the collections of the Library) *The Staff*

### *Number 2 February 1945*

- The Woodrow Wilson Collection *Katherine E. Brand*  
 The Keblet Addition to the Don Quixote Collection *Francisco Aguilera*  
 The Booker T. Washington Papers *E. Franklin Frazier*  
 The American Red Cross Collection of Photographs and Negatives *Hurst Milhollen*

- Two Important Manuscripts by Albert Einstein *Frederick E. Brasch*

- Paganiniana (A description of the Paganini Collection purchased for the Library of Congress by Miss Gertrude Clarke Whittall) *Harold Sprucke*

- Soviet Union War Posters *George A. Novossiltzeff*  
 "But You Must Act" (An account of the acquisition of the letter written to General McClellan by President Lincoln on April 9, 1862) *St. George L. Sioussat*

- Review of the Quarter (A report on the important additions to the collections of the Library) *The Staff*

### *Numbers 3 and 4 June 1945*

- The Underground Press of France, Belgium, Norway, Denmark, and The Netherlands (An account of the clandestine press in these occupied countries) *Staff of the Office of War Information*

- The Bill of Rights Comes Home *Milton M. Plumb, Jr.*

- The Journal of Harriet Low *Arthur W. Hummel*

- The Archive of American Folksong *B. A. Botkin*

- The Library of Congress and Latin America *Marie Willis Cannon*

- The Review of the Quarter (A report on the important additions to the collections of the Library) *The Staff*

# Appendix VII. Contents of the *United States Quarterly Book List*, Volume I, Numbers 1, 2, and 3

## NUMBER OF PUBLICATIONS REVIEWED, ARRANGED BY SUBJECT

Subject	No 1 March 1945 <sup>1</sup>	No 2 June 1945 <sup>2</sup>	No 3 September 1945 <sup>3</sup>	Total
Fine arts				
Archaeology	2		2	4
Crafts	1	1		2
Graphic arts	7	3	2	12
Music			1	1
Total	10	4	5	19
Literature				
Criticism	7	2	5	14
Drama	1	2	2	5
Journalism			3	3
Linguistics	1		1	2
Novels and tales		3	5	8
Poetry	2	3	5	10
Children's books	4			4
Total	15	10	21	46
Philosophy and religion	3	8	2	13
Biography	13	8	7	28
Social sciences				
Anthropology		3	7	10
Economics	5	11	10	26
Education	3	4	2	9
History	23	20	9	52
Law and political science	16	4	8	28
Psychology	2	2		4
Sociology	10	3	8	21
Total	59	47	44	150
Biological sciences				
Animal husbandry			3	3
Biology		2		2
Botany	2		3	5
Hygiene and public health	4		3	7
Medicine	7	18	9	34
Veterinary medicine	1			1
Zoology	3	1	3	7
Total	17	21	21	59

<sup>1</sup> Selections from books published during October, November, December, 1944

<sup>2</sup> Selections from books published during January, February, March, 1945

<sup>3</sup> Selections from books published during April, May, June, 1945

NUMBER OF PUBLICATIONS REVIEWED, ARRANGED BY SUBJECT—  
Continued

Subject	No 1 March 1945 <sup>1</sup>	No 2 June 1945 <sup>2</sup>	No 3 September 1945 <sup>3</sup>	Total
Physical sciences				
General works			3	3
Astronomy	1			1
Chemistry	1	2		3
Mathematics		1		1
Physics	1	2	1	4
Total	3	5	4	12
Technology	5	7	12	24
Reference works	8	3	10	21
Total number of books included	133	113	126	372
Books considered but not included	143	98	113	354
Books returned to publishers as ineligible				343
Total number of books considered	276	211	239	1,069

*See footnotes on page 191*

# Appendix VIII. Record of Exhibitions

## A PRINCIPAL EXHIBITIONS

Subject	Date	Location
Air Views of Latin American Cities	Sept 1, 1944–Oct 31, 1944	Lobby, Fifth Floor, Annex Building
Archibald MacLeish, Poet, Librarian, Statesman	Dec 13, 1944–Dec 21, 1944	Foyer of Main Reading Room, Main Floor, Main Building
Books Banned in the United States	Nov 19, 1944–Nov 26, 1944	Foyer of Main Reading Room, Main Floor, Main Building
Christmas Exhibition	Dec 19, 1944–Jan. 1, 1945	Second Floor Rotunda, Main Building
Christmas Exhibition	Dec 23, 1944–Jan 1, 1945	Lobby, Fifth Floor, Annex Building
Clifford Berryman Cartoons	June 1, 1945–Aug 1, 1945	North Hall, Second Floor, Main Building
Commemoration of the 400th Anniversary of the Founding of Valparaiso, Chile	Sept 1, 1944–Oct 31, 1944	Hispanic Reading Room, Second Floor, Main Building
Dwight D Eisenhower, General of the Army of the United States	June 18, 1945–June 30, 1945	Great Hall, Main Floor, Main Building <sup>1</sup>
Early Editions of Don Quixote Presented by Mr Leonard Keblert	Feb 1, 1945–Apr 1, 1945	Foyer of Rare Book Room, Second Floor, Main Building
Early North American Prints of Latin America	Mar 6, 1945–Apr 23, 1945	Hispanic Reading Room, Second Floor, Main Building
Early Spanish and Portuguese Grammars Published in the United States	Nov 1, 1944–Dec 21, 1944	Hispanic Reading Room, Second Floor, Main Building
English and American Poets, Their Manuscripts and Books Presented by Mrs Gertrude Clarke Whittall	Feb 15, 1945–Apr 15, 1945	Second Floor Rotunda, Main Building
First Newspapers Published by Civilians under Allied Guidance in the Occupied German City of Aachen	May 14, 1945–May 31, 1945	Second Floor Rotunda, Main Building
Florida Centenary	Mar 3, 1945–June 30, 1945	Basement Gallery, Main Building
Jewish Book Month	Dec 1, 1944–Dec 20, 1944	Lobby, Fifth Floor, Annex Building
Joaquín García Monge and the <i>Repertorio Americano</i> of Costa Rica	Sept 1, 1944–Oct 31, 1944	Hispanic Reading Room, Second Floor, Main Building
Jose Martí, Cuban Patriot and Writer	May 20, 1945–June 30, 1945	Hispanic Reading Room, Second Floor, Main Building
National Negro History Week	Feb 12, 1945–Feb 18, 1945	Foyer of Main Reading Room, Main Floor, Main Building
Old Circus Posters	June 6, 1945–June 30, 1945	Basement Gallery, Main Building
Old Forts of Latin America (Photographs)	Apr 26, 1945–May 19, 1945	Hispanic Reading Room, Second Floor, Main Building
Old Railroad Prints	Nov 1, 1944–Feb 1, 1945	Second Floor Rotunda, Main Building
Paganini Memorabilia from the Collection in the Gertrude Clarke Whittall Foundation, Library of Congress	Dec 18, 1944–May 24, 1945	North Hall, Second Floor, Main Building

<sup>1</sup> Later moved to Foyer of the Rare Book Room, Second Floor, Main Building



## A PRINCIPAL EXHIBITIONS—Continued

Subject	Date	Location
Presidential Campaign Posters of the Nineteenth Century	Sept 1, 1944–Nov 2, 1944	Second Floor Rotunda, Main Building
Presidential Inaugurations (1789–1940)	Jan 1, 1945–Mar 1, 1945	Basement Gallery, Main Building
Rare Chinese Books and Manuscripts from the National Library of Peking	Nov 1, 1944–Jan 20, 1945	Foyer of Rare Book Room, Second Floor, Main Building
Rubin Darío, Nicaraguan Poet	July 1, 1944–Aug 31, 1944	Hispanic Reading Room, Second Floor, Main Building
Russian War Posters	Dec 15, 1944–Jan 1, 1945	Basement Gallery, Main Building
Seventeenth and Eighteenth Century Religious Art of Spanish America (Photographs)	Dec 22, 1944–Jan 8, 1945	Hispanic Reading Room, Second Floor, Main Building
Short-Harrison-Symmes papers (Photographs)	Nov 1, 1944–Feb 1, 1945	Second Floor Rotunda, Main Building
The America of Currier and Ives	Mar 1, 1945–June 30, 1945	Second Floor Rotunda, Main Building
The Debt of the Library of Congress to the British Museum	Jan 17, 1945–Jan 19, 1945	Foyer of the Coolidge Auditorium, Basement, Main Building
“The Fan of the Impruneta” by Jacques Callot	June 8, 1945–June 16, 1945	Lobby, Fifth Floor, Annex Building
The Late President Franklin Delano Roosevelt	Apr 13, 1945–May 14, 1945	Foyer of Main Reading Room, Main Floor, Main Building
The Presidents and Their Autographs	Nov 29, 1944–Feb 27, 1945	Second Floor Rotunda, Main Building
The Treaties of Westphalia and Versailles	Nov 10, 1944–Nov 23, 1944	Foyer of Main Reading Room, Main Floor, Main Building
United States Railroads	Oct 1, 1944–Nov 15, 1944	Basement Gallery, Main Building
Venezuelan Architecture (Photographs)	Jan 9, 1945–Mar 5, 1945	Hispanic Reading Room, Second Floor, Main Building

B EXHIBITS-OF-THE-WEEK <sup>1</sup>

Subject	Beginning date	Subject	Beginning date
<i>Peter the Great's Military Regulations</i> Cristoforo Landino, <i>Disputationes Camaldulenses</i>	Aug 31, 1944	The Bhagavad Gita edited and translated with notes by Franklin Edgerton, Harvard University Press, 1944 Together with a Library of Congress illustrated manuscript	Feb 17 1945
Johannes Gloviensis <i>Introduction compendiosum</i>	Sept 7, 1944	Sir Thomas Bodley, founder of the Bodleian Library, Oxford, March 2, 1545	Feb 24 1945
An American's manuscript textbook of Chinese	Sept 14 1944	The Ruysch World Map From the 1508 Rome edition of Ptolemy's Geography	Mar 3 1945
Sir Isaac Newton's <i>Opticks</i>	Sept 21 1944	The Apostles James and John Engraving by Israhel van Meckenend (1503)	Mar 10, 1945
Manuscript to commemorate the fiftieth anniversary of the death of Oliver Wendell Holmes, October 7, 1894	Sept 28, 1944	Chesapeake and Shannon Affair A pair of aquatints, published in London in 1813, after watercolors by Robert Dodd	Mar 17 1945
William Penn <i>Some Account of the Province of Pennsylvania</i> , London, 1682, to commemorate the 300th anniversary of his birth, October 14, 1644	Oct 5, 1944	An Early German Arithmetic Leipzig, Adam Riese, 1550	Mar 24, 1945
Indian Jaina illuminated manuscript of the early fifteenth century	Oct 12, 1944	Flemish Manuscript Book of Hours made at Bruges about 1480	Mar 31 1945
Walt Whitman, the three earliest printings of <i>Leaves of Grass</i>	Oct 19, 1944	<i>Le Patriote</i> , Lyon, September 27, 1944 A French newspaper published soon after the liberation of that country	Apr 7, 1945
S Makovski's <i>L'art populaire en Russie Subcarpathique</i>	Oct 26, 1944	Sir Hans Sloane's will	Apr 28, 1945
George Mourt's <i>Relation or Journal of the English Plantation at Plimoth in New England</i> , London, 1622	Nov 9, 1944	Secret Maps of the Americas and the Indies from Portuguese Archives, an atlas drawn by João Teixeira in 1630	May 12 1945
A James Cutter map of the North Pacific to commemorate the third anniversary of Pearl Harbor	Nov 23, 1944	Jane Addams, a typewritten copy of her last public address, (Corrected by hand), the Nobel Peace Prize Medal	May 19, 1945
A Bolivar letter to commemorate the 125th anniversary of the establishment of the Republic of Colombia, December 17, 1819	Dec 7, 1944	<i>The Trial of Captain Kidd</i> London 1701 A first edition of the proceedings at the trial of the famous pirate	May 26 1945
General Anthony Wayne's letter of July 17, 1779, to George Washington describing the capture of the garrison at Stony Point	Dec 14, 1944	Andrew Jackson's letter to the Abbe Dubourg, Head of the Roman Catholic Church in Louisiana	June 2 1945
Manuscript Atlas of the Philippines, written in 1777	Dec 29, 1944	<i>Shoftim</i> Leiria, Abraham d'Ortas, 1494 Hebrew Text of Judges	June 9, 1945
Honoré Daumier's Lithograph, <i>Ne vous y frottez pas!</i>	Jan 5, 1945	Original pencil sketch of the composition <i>On the Mall</i> , a holograph of the famous march by Edwin Franco Goldman (1879- ) presented to the Library of Congress by the composer	June 16, 1945
The Kelmcott Chaucer (Rosenwald Collection)	Jan 13, 1945	Jean-Baptiste Debret two lithographs of scenes in Rio de Janeiro	June 23 1945
Don Quixote the first English translation	Jan 20, 1945		
A pair of globes made by James Wilson, the first American globemaker	Jan 27 1945		
<i>The Military Costume of Turkey</i> Published by Thomas McLean, 1818	Feb 3, 1945		
	Feb 10, 1945		

<sup>1</sup> All Exhibits-of-the Week are displayed in a special case located at the entrance to the Main Reading Room Main Floor, Main Building

# Appendix IX. Schedule of Concerts

## THE ELIZABETH SPRAGUE COOLIDGE FOUNDATION

### CONCERTS PRESENTED IN THE COOLIDGE AUDITORIUM

*October 28-30* The Tenth Festival of Chamber Music

*October 28, at 8 30 p m* Alexander Schneider violin, and Ralph Kirkpatrick, harpsichord (Mozart—Sonata in G major, K V 296, Bach—Sonata No 1, in B minor, Couperin—Neuvième concert intitulé Ritratto dell' Amore, Bach—Sonata No 4, in C minor, Mozart—Sonata in A major, K V 526 )

*October 29, at 3 15 p m* A program of chamber music for strings and for two pianos (Mozart—Quintet in D major, for two violins, two violas and violoncello, K V 593, The Stradivarius Quartet and Albert Sprague Coolidge, viola, Schubert—Fantasy in F minor, Op 103, Celius Dougherty and Vincenz Ruzicka, duo-pianists, Stravinsky—Sonata [First performance], Celius Dougherty and Vincenz Ruzicka, duo-pianists, Vittorio Rieti—Second Avenue waltzes [First performance], Celius Dougherty and Vincenz Ruzicka, duo-pianists )

*October 29, at 8 30 p m* A program for strings and organ (Bach—Prelude and fugue (the "Great") in G major, E Power Biggs, organ, Beethoven—String quartet in E flat major, Op 127, The Stradivarius Quartet, Walter Piston—Partita for violin, viola and organ, [Dedicated to Mrs Elizabeth Sprague Coolidge], Wolfe Wolfensohn, violin, Eugene Lehner, viola, and E Power Biggs, organ [This work was commissioned by the Elizabeth Sprague Coolidge Foundation and is now performed for the first time Mr Piston was asked to direct himself to the theme of these passages in Carl Sandburg's *The People, Yes* (New York, 1936) Wedlock is a Padlock , Blue Eyes Say Love Me or I Die , Sleep Is a Suspension Midway (et seq ) The Sea Has Fish for Every Man ], Julius Reubke—Sonata in C minor, based on the 94th Psalm, E Power Biggs, organ, Marcel Dupré—Variations sur un noel E Power Biggs, organ )

*October 30, at 8 30 p m* A Program devoted to the dance (Mr Milhaud, Mr Hindemith, and Mr Copland were each commissioned by the Elizabeth Sprague Coolidge Foundation to compose the music for a choreographic work

to be produced on this occasion in the Library of Congress by Martha Graham These three new creations are now presented for the first time ) Choreography, Martha Graham, Sets, Isamu Noguchi, Costumes, Edythe Gilfond, Musical Director, Louis Horst (Darius Milhaud—Imagined Wing [Jeux de Printemps] [Dedicated to Mrs Elizabeth Sprague Coolidge], The Prompter Angela Kennedy, May O'Donnell, Erick Hawkins, Merce Cunningham, Nina Fonaroff, Pearl Lang, Marjorie Mazia, Paul Hindemith—Mirror before me (Hérodiade, de Stéphane Mallarmé, récitation orchestrale), Martha Graham and May O'Donnell, Aaron Copland—Appalachian Spring [Dedicated to Mrs Elizabeth Sprague Coolidge], Martha Graham, May O'Donnell, Erick Hawkins, Merce Cunningham, Nina Fonaroff, Pearl Lang, Marjorie Mazia, Yuriko )

*October 31, at 8 30 p m* A Program devoted to the dance The program of October 30 was repeated

*January 2, at 8 30 p m* The Albeneri Trio (Haydn—Trio No 8, in E flat major, Maurice Ravel—Trio in A minor, Brahms—Trio in C major, Op 87 )

*January 19, at 8 30 p m* The Pro Arte Quartet of the University of Wisconsin (Schonberg—String Quartet No 3, Op 30 ([Dedicated to Mrs Elizabeth Sprague Coolidge],) Malpiero—Rispetti e Strambotti ([Dedicated to Mrs Elizabeth Sprague Coolidge]) [This work, written in one movement, represents two ancient forms of Italian poetry A "Rispetto" is a sort of madrigal to be sung to a beloved one, a "Strambotto" a short drollery in verse, a grotesco in miniature ], Mozart—String Quartet in D major, K V 575 ) ([The quartet by Arnold Schonberg was commissioned by Mrs Elizabeth Sprague Coolidge The *Rispetti e Strambotti* by Gian Francesco Malpiero was awarded the Berkshire prize at the third Berkshire Festival of Chamber Music, South Mountain, Pittsfield, Massachusetts, in September, 1920 ])

*January 26, at 8 30 p m* The Pro Arte Quartet of the University of Wisconsin (Bartók—String Quartet No 5 [Dedicated to Mrs Elizabeth Sprague Coolidge], Milhaud—String Quartet No 9 [Dedicated to Mrs Elizabeth Sprague

Coolidge], A Tribute to Alphonse Onnou by Mrs Elizabeth Sprague Coolidge [Alphonse Onnou (1893-1940) founded the Pro Arte Quartet in Brussels in 1912. From then until his death he was its first violinist and guiding spirit], Stravinsky—Élégie, for viola alone [Composée à l'intention de Germain Prévost, pour être jouée à la mémoire de Alphonse Onnou, fondateur du Quatuor Pro Arte] [First performance], Mozart—String Quartet in B flat major, K. V. 589) [The fifth string quartet by Béla Bartók was commissioned by the Elizabeth Sprague Coolidge Foundation in the Library of Congress. The ninth string quartet by Darius Milhaud was commissioned by Mrs Elizabeth Sprague Coolidge.]

*January 29, at 8 30 p m* The Pro Arte Quartet of the University of Wisconsin (Roger Sessions—String Quartet in E minor ([Dedicated to Mrs Elizabeth Sprague Coolidge],) Prokofieff—String Quartet, Op. 50, Mozart—String Quartet in F major, K. V. 590) ([The string quartet by Roger Sessions was commissioned by Mrs Elizabeth Sprague Coolidge. The string quartet by Serge Prokofieff was commissioned by the Elizabeth Sprague Coolidge Foundation in the Library of Congress.])

*March 2, at 8 30 p m* The Coolidge Quartet and Frank Sheridan, piano (A concert in memory of Carl Engel, [1883-1944], Chief of the Music Division in the Library of Congress 1922-1934) (Charles Martin Loeffler—Music for four stringed instruments, Carl Engel—Triptych, for violin and piano, A Tribute to Carl Engel by Mrs Elizabeth Sprague Coolidge, Beethoven—String Quartet in C major, Op. 59, No. 3)

#### EXTENSION CONCERTS

*July 1, at 8 30 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the Berkshire Museum, Pittsfield, Massachusetts (Mozart—Sonata in A major, K. 305, Bach—Sonata I in B minor, Mozart—Sonata in F major, K. 376, Bach—Sonata III in E major; Mozart—Sonata in D major, K. 306)

*July 2, at 8 30 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the Berkshire Museum, Pittsfield, Massachusetts (Mozart—Sonata in C major, K. 396, Bach—Sonata V in F minor, Mozart—Sonata in E flat major, K. 302, Bach—Sonata VI in G major, Mozart—Sonata in B flat major, K. 378)

*July 3, at 8 15 p m* The London String Quartet, at Claremont Colleges, Claremont, California

(Dohnanyi—Quartet in D flat, Op. 15, Eugene Goossens—Two Sketches, Beethoven—Quartet in F minor, Op. 95)

*July 9, at 8 30 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the University of Chicago, Chicago, Illinois (Mozart—Sonata in F major, K. 377, Bach—Sonata No. 2 in A major, Mozart—Sonata in G major, K. 379, Bach—Sonata No. 4 in C minor, Mozart—Sonata in A major, K. 526)

*July 10, at 8 15 p m* The London String Quartet, at Claremont Colleges, Claremont, California (Mozart—Quartet in C major, K. 465, Edvard Grieg—Quartet in G minor, Op. 27, Haydn—Quartet in D major, Op. 64, No. 5)

*July 11, at 8 00 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the University of Illinois, Urbana, Illinois (Mozart—Sonata in C major, K. 296, Bach—Sonata V in F minor, Mozart—Sonata in E flat major, K. 302, Bach—Sonata VI in G major, Mozart—Sonata in B flat major, K. 378)

*July 13, at 8 15 p m* The London String Quartet, at the University of California, Berkeley, Cal (Grieg—Quartet in G minor, Op. 27, Debussy—Quartet in G minor, Op. 10, Beethoven—Quartet in F minor, Op. 95)

*July 13, at 8 20 p m.* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the University of Kansas, Lawrence, Kansas. (Handel—Sonata in A major, Bach—Sonata in E minor, Bach—Fugue in G minor, Mozart—Sonata in B flat major, K. 378, Couperin—Ritorno dell'Amore, Scarlatti—Three lessons, Tartini—Sonata in G minor ["The Devil's Trill"])

*July 14, at 8 00 p m* The London String Quartet, at Stanford University, Palo Alto, California. (Grieg—Quartet in G minor, Op. 27, Debussy—Quartet in G minor, Op. 10, Beethoven—Quartet in F minor, Op. 95)

*July 18, at 8 00 p m* The London String Quartet, at Stanford University, Palo Alto, California (Ernest Bloch—Quartet, Beethoven—Quartet in C major, Op. 59, No. 3)

*July 19, at 8 00 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the University of California, Los Angeles, Cal (Mozart—Sonata in F major, K. 377, Bach—Sonata II in A major, Mozart—Sonata in G major, K. 379, Bach—Sonata IV in C minor; Mozart—Sonata in A major, K. 526)

*July 20, at 8 00 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at the California Institute of Technology, Pasadena, California (Mozart—Sonata in A major, K. 305, Bach—Sonata I in B minor, Mozart—

- Sonata in F major, K 576 Bach—Sonata III in F major, Mozart—Sonata in D major, K 306 )
- July 20, at 8 15 p m* The London String Quartet, and Lybeth LeFevre, violoncello, at the University of California, Berkeley, Cal (Bloch—Quartet Schubert—Quintet in C major, Op 163 )
- July 21, at 8 00 p m* The London String Quartet, Lybeth LeFevre, violoncello, and Ferenc Molnar, viola, at Stanford University, Palo Alto, California [In memory of Lou Henry Hoover] (Schubert—Quintet in C major, Op 163, Brahms—Sextet in B flat major Op 18 )
- July 23, at 1 45 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, with Chamber orchestra, Nikolai Sokoloff, Conductor, at the Musical Arts Society, La Jolla, Cal (Palestrina—Motet, Adoramus Te [Arranged for String Orchestra by Nikolai Sokoloff], Haydn—Concerto in D major, Op 21, for harpsichord and orchestra, Bach—Sonata in C minor for violin and harpsichord, Mozart—Sonata in C major, K 296, Mozart—Concerto in D major, No 4, K 218, for violin and orchestra )
- July 25, at 8 15 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at Occidental College, Los Angeles, California (Mozart—Sonata in A major, K 305, Bach—Sonata I in B minor, Couperin—Ritratto dell'Amore, Tartini—Sonata in G minor [“The Devil's Trill”], Scarlatti—Three Lessons, Mozart—Sonata in D major, K 306 )
- July 25, at 8 00 p m* The London String Quartet, at Stanford University, Palo Alto, California (Schumann—Quartet in A major, Op 41, No 3, Hindemith—Quartet No 3, Op 22, Mozart Quartet in C major, K 465 )
- July 27, at 8 15 p m* The London String Quartet, at the University of California, Berkeley, Cal (Schumann—Quartet in A major, Op 41, No 3, Hindemith—Quartet No 3, Op 22, Mozart—Quartet in C major, K 465 )
- July 30, at 2 00 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at The Dominican Conservatory of Music, San Rafael, California (Mozart—Sonata in F major, K 377, Bach—Sonata II in A major, Mozart—Sonata in G major, K 379, Bach—Sonata IV in C minor, Mozart—Sonata in A major, K 526 )
- August 2, at 8 15 p m* The London String Quartet, at Occidental College, Los Angeles, California (Mozart—Quartet in C major, K 465, Dohnanyi—Quartet in D flat major, Op 15, Beethoven—Quartet in F minor, Op 95 )
- August 6, at 1 15 p m* The London String Quartet, and Lillian Stubei, piano, at the Musical Arts Society, La Jolla, California (Beethoven—Trio, No 7, in B flat major, Op 97 [The Archduke] for piano, violin and violoncello, Shostakovich—Quartet, Op 49, Brahms—Quintet in F minor for piano and strings, Op 34 )
- August 15, at 8 00 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at Stanford University, Palo Alto, California (Mozart—Sonata in F major, K 377, Bach—Sonata II in A major, Mozart—Sonata in G major, K 379, Bach—Sonata IV in C minor, Mozart—Sonata in A major, K 526 )
- August 20, at 8 30 p m* Alexander Schneider, violin, and Ralph Kirkpatrick, harpsichord, at Colorado College, Colorado Springs, Colorado (Mozart—Sonata in C major, K 296, Bach—Sonata I in B minor, Mozart—Sonata in E flat major, K 302, Bach—Sonata III in E major, Mozart—Sonata in B flat major, K 378 )
- September 8, at 8 30 p m* The Albeneri Trio, at Harvard University, Cambridge, Massachusetts (Piston—Trio, Ravel—Trio, Schubert—Trio in B flat, Op 99 )
- November 3, at 8 00 p m* The Coolidge Quartet at Unity College, Montclair, N J (Mozart—Quartet in C major, K 465, Quincy Porter—Quartet No 7, Beethoven—Quartet in C major, Op 59, No 3 )
- November 3, at 8 15 p m* The Gordon String Quartet, at The Cleveland Museum of Art, Cleveland, Ohio (Schumann—Quartet in A minor, Op 41, No 1, Howard Hanson—Quartet [in one movement], Beethoven—Quartet in D major, Op 18, No 3)
- November 30, at 8 15 p m* The Stradivarius Quartet, Willem Valkenier, horn, and Albert Sprague Coolidge, viola, at Boston University College of Music, Boston, Mass (Mozart—Quintet for horn and strings in E-flat, K 407, Quartet in A major, K 464, Quintet in D major, K 593 )
- December 14, at 8 15 p m* The Stradivarius Quartet, Albert Sprague Coolidge, viola, and David Glazer, clarinet, at Boston University College of Music, Boston, Mass (Mozart—Quintet in C minor, K 406, Quartet in D major, K 499, Quintet in A for clarinet and strings, K 581 )
- January 18, at 8 30 p m* The Pio Arte Quartet of the University of Wisconsin, at the Peabody Conservatory of Music, Baltimore, Maryland (Mozart—Quartet in D major, K 575, Schonberg—Quartet No 3, Op 30, Malipiero—“Rispetti e Strambotti” )
- January 24, at 8 15 p m* The Albeneri Trio, at The Cleveland Museum of Art, Cleveland, Ohio (Haydn—Trio No VIII in E flat,

- Ravel—Trio, Beethoven—Trio No. V, Op. 70, No. 1 )
- January 25, at 8 15 p m* The Stradivarius Quartet, Raymond Toubman, oboe, and Albert Sprague Coolidge, viola, at Boston University College of Music, Boston, Mass. (Mozart—Quartet in F major for oboe and strings, K. 370, Quartet in B-flat major, K. 458, "The Hunt", Quintet in C major, K. 515 )
- January 25, at 8 30 p m* The Pro Arte Quartet of the University of Wisconsin, at the Peabody Conservatory of Music, Baltimore, Maryland (Mozart—Quartet in B-flat major, K. 589, Bartók—Quartet No. 5, Milhaud—Quartet No. 9 )
- February 1, at 8 30 p m* The Pro Arte Quartet of the University of Wisconsin, at the Peabody Conservatory of Music, Baltimore, Md. (Mozart—Quartet in F major, K. 590, Sessions—Quartet in E minor, Stravinsky—Élégie, for viola alone, Prokofieff—Quartet, Op. 50 )
- March 1, at 8 15 p m* The Stradivarius Quartet, Raymond Havens, piano, and Albert Sprague Coolidge, viola, at Boston University College of Music, Boston, Mass. (Mozart—Quintet, Adagio and Rondo for Piano and Strings, K. 617, Quartet in G major, K. 387, Quintet in E-flat, K. 614 )
- March 3, at 8 00 p m* The Coolidge Quartet, at Hood College, Frederick, Maryland (Beethoven—Quartet in F minor, Op. 95, Smetana—Quartet in E minor, Haydn—Quartet in D major, Op. 64, No. 5 )
- April 5, at 8 15 p m* The Stradivarius Quartet, Frances Snow Drinker, flute, and Albert Sprague Coolidge, viola, at Boston University College of Music, Boston, Mass. (Mozart—Quartet in D major for flute and strings, K. 285, Quartet in C major, K. 465, Quintet in G minor for strings, K. 516 )
- April 6, at 8 15 p m* The Pro Arte Quartet of the University of Wisconsin, at The Cleveland Mu-
- seum of Art, Cleveland, Ohio (Mozart—Quartet in B-flat major, K. 458, Schönberg—Quartet No. 3, Op. 30, Schubert—Quartet in A minor, Op. 29 )
- May 9, at 8 00 p m* The London String Quartet, at the John Marshall High School, Los Angeles, California (Beethoven—Quartet in F major, Op. 59, No. 1, Shostakovich—Quartet, Haydn—Quartet in D major, Op. 64, No. 5 )
- May 11, at 8 30 p m* The Gordon String Quartet, at Harvard University, Cambridge, Massachusetts (Eric DeLamarter—String Quartet No. 1 in G major, Emil Kornsand—String Quartet No. 2, Richard Bales—String Quartet in D major, Bernard Wagenaar—String Quartet No. 2 )
- May 29, at 8 15 p m* The Kroll String Quartet, at the Sarah Lawrence College, Bronxville, New York (Beethoven—Quartet in F minor, Op. 95, Brahms—Quartet in C minor, Op. 51, No. 1, Haydn—Quartet in D major, Op. 64, No. 5 )
- June 5, at 8 15 p m* The Kroll String Quartet, at the Sarah Lawrence College, Bronxville, New York (Mozart—Quartet in G major, K. 387, Hindemith—Third Quartet, Op. 22, Schubert—Quartet in G minor )
- June 12, at 8 15 p m* The Kroll String Quartet, at the Sarah Lawrence College, Bronxville, New York (Dittersdorf—Quartet in E-flat major, Beethoven—Quartet in F major, Op. 135, Ravel—Quartet in F )

## SPECIAL CONCERTS FOR WOUNDED VETERANS

- July 2* The London String Quartet, at the Birmingham Hospital, Van Nuys, California
- July 27* The Budapest String Quartet, at Letterman General Hospital, San Francisco, California
- August 4* The Budapest String Quartet, at Dibble General Hospital, Palo Alto, California

## THE GERTRUDE CLARKE WHITTALL FOUNDATION

## CONCERTS PRESENTED IN THE COOLIDGE AUDITORIUM

- September 28, 29, at 8 30 p m* The Budapest String Quartet and Simeon Bellison, clarinet (Mozart—Quintet in A major for clarinet and string quartet, K. V. 581, Debussy—String quartet in G minor, Op. 10, Brahms—Quintet in B minor for clarinet and string quartet, Op. 115 )
- October 7, at 8 30 p m* Adolf Busch, violin, and Rudolf Serkin, piano (Mozart—Sonata in E-flat major, K. V. 481, Brahms—Sonata in G major, Op. 78, Beethoven—Sonata in A major, Op. 47 [The "Kreutzer" Sonata] )
- October 12, 13, at 8 30 p m* The Budapest String Quartet and Daniel Sindenbeig, violoncello. (Schubert—Quartet movement in C minor, Quartet in A minor, Op. 29, Quintet in C major, Op. 163 )
- November 2, 3, at 8 30 p m* The Budapest String Quartet (Haydn—String Quartet in G minor, Op. 74, No. 3, Mozart—Divertimento in E-flat major for violin, viola, and violoncello, K. V. 563, Alexander Borodin—String quartet No. 2, in D major )

*December 18, 19 at 8 30 p m* The Budapest String Quartet, Milton Katims, viola, and Benar Heifetz, violoncello (Brahms—Sextet in G major, for two violins, two violas, and two violoncellos, Op 36, Beethoven—Quartet in F minor, for two violins, viola, and violoncello, Op 95, Arnold Schonberg—*Verklarte Nacht* (Transfigured Night), for two violins, two violas, and two violoncellos, Op 4 [Based on a poem by Richard Dehmel, from "Zwei Menschen"] )

*March 22, 23, at 8 30 p m* The Budapest String Quartet (Haydn—Quartet in D major, Op 64, No 5 [The "Lark" Quartet], Beethoven—Quartet in E flat major, Op 74 [The "Haip" Quartet], Brahms—Quartet in A minor, Op 51, No 2 )

*April 5, 6, at 8 30 p m* The Budapest String Quartet and George Szell, piano (Mozart—Quartet in G minor for violin, viola, violoncello and piano K V 478, Ravel—Quartet in F major for two violins, viola and violoncello, Antonín Dvořák—Quintet in A major for two violins, viola, violoncello and piano, Op 81 )

*April 19, 20, at 8 30 p m* The Budapest String Quartet and Milton Katims, viola (Mozart—

Quintet in C major for two violins, two violas and violoncello, K V 515, Robert Schumann—Quartet in A major for two violins, viola and violoncello, Op 41, No 3, In memoriam President Franklin Delano Roosevelt, The *Lento assai* from Beethoven's String Quartet in F major, Op 135, Beethoven—Quintet in C major for two violins, two violas and violoncello, Op 29 )

*May 3, 4, at 8 30 p m* The Budapest String Quartet, Milton Katims, viola, and Daniel Saidenberg, violoncello (Brahms—Sextet in B flat major, for two violins, two violas and two violoncellos, Op 18, Mozart—Quintet in D major for two violins, two violas and violoncello, K V 593, Antonín Dvořák—Sextet in A major, for two violins, two violas and two violoncellos, Op 48 )

*May 10, at 8 30 p m* Zino Francescatti, violin, (Leon Pommers at the piano) (Giuseppe Tartini—Concerto in D minor, Nicolò Paganini—Concerto in D major, Op 6, Giuseppe Tartini—Variations on a Theme of Corelli, Nicolò Paganini—Two Caprices [for violin alone] a) In E flat major, Op 1, No 17, b) In B flat major, Op 1, No 13, Nicolò Paganini—I Palpit, Op 13 )

## Appendix X. Statistics of Binding

	1945	1944		1945	1944
Volumes transmitted to the Bindery			Rebinding	6,906	8,324
Full binding books	29,518	27,197	Total volumes returned	56,821	52,177
Full binding newspapers	2,886	2,656	Pamphlets stitched in covers	30,257	26,330
Quarter-binding	24,314	20,381	Rare books repaired, cleaned, and conditioned	6,567	7,897
Total new binding	56,718	50,234	Other books repaired without binding	7,802	2,169
Rebinding	10,524	10,856	Prints and fine arts books given preservative treatment	32,803	29,001
Total volumes transmitted to the Bindery	67,242	61,090	Manuscripts restored and repaired	58,817	64,304
Volumes returned from the Bindery			Maps mounted and conditioned	41,660	<sup>1</sup> 51,877
Full binding books	25,388	23,506	Miscellaneous lettering not included above (lines)	47,180	37,557
Full binding newspapers	2,522	2,858			
Quarter-binding	22,005	17,489			
Total new binding returned	49,915	43,853			

<sup>1</sup> Adjusted from figures in Annual Report for 1944

## Appendix XI. List of General Orders Issued

- No 1225, July 10, 1944 Redefines the organization and functions of the Office of the Secretary of the Library, including the personnel and functions of the Mail and Delivery Service
- No 1226, July 10, 1944 Outlines the procedures to be followed in the preparation of correspondence addressed to foreign governments through the Department of State Supplement to General Order 1206, October 25, 1943
- No 1227, July 29, 1944 Establishes procedures for the inventory of the classified collections of the Library
- No 1228, August 7, 1944 Establishes procedures for the assignment of space in the Library
- No 1229, August 7, 1944 Describes the membership and functions of the Processing Committee
- No 1230, August 10, 1944 Outlines the regulations to be followed in the handling of mail in accordance with the postal regulations set forth in Public Law 364
- No 1231, August 23, 1944 Describes procedures and policies for the preparation and distribution of Library of Congress publications
- No 1232, November 17, 1944 Cites the penalty provisions of the United States Criminal Code, 18 U S C 82, for the abuse of Library privileges and the mutilation of the Library's collections
- No 1233, November 23, 1944 Describes the Central Charge File and the Current Inventory Record
- No 1234, November 24, 1944 Establishes criteria for the granting of within-grade increases in salary to employees for "especially meritorious" service
- No 1235, November 28, 1944 Defines further the categories of incoming mail which may be forwarded unopened by the Secretary's Office to the addressee
- No 1236, November 28, 1944 Extends the circulation of periodicals to include additional borrowers
- No 1237, December 1, 1944 Requests the Library staff to cooperate with the request of the Director of the Office of Defense Transportation to curtail travel during the holiday period
- No 1238, December 12, 1944 Limits the withdrawal of books from the browsing collection in the Congressional Reading Room to Members of Congress and their families
- No 1239, January 2, 1945 Delegates to the General Reference and Bibliography Division the responsibility of the Assistant Director for Public Reference Service for the recording and routing of reference inquiries received by mail and the reviewing and dispatching of responses
- No 1240, January 3, 1945 Refers to the postal regulations concerned with the use of printed penalty indicia
- No 1241, January 23, 1945 Designates the Serial Record Division as the unit responsible for the maintenance and transmittal of bibliographical and other information regarding periodicals and serials appropriate for a catalog record
- No 1242, January 25, 1945 Establishes procedures for the treatment of manuscripts found in books
- No 1243, January 25, 1945 Establishes procedures for the recording of card bibliographies and indexes in the Public Catalog
- No 1244, January 31, 1945 Describes the restrictions on attendance at Government meetings during the critical transportation period
- No 1245, February 6, 1945 Announces revised pay procedures in the Library
- No 1246, February 23, 1945 Announces the undertaking of an inventory of the distribution stock of Library of Congress publications
- No 1247, February 23, 1945 Restricts the removal of publications from the Publications Stock Room
- No 1248, March 7, 1945 Announces the distribution of a new telephone directory
- No 1249, March 8, 1945 Waives the requirement for the examination of parcels brought into the Library Buildings
- No 1250, May 2, 1945 Announces the membership of Boards of Review for Efficiency Ratings
- No 1251, May 14, 1945 Describes the principles governing the processing of manuscripts
- No 1252, May 15, 1945 States the regulations governing the assignment of books or other material to the reference collections
- No 1253, May 16, 1945 Establishes procedures for the cataloging of works in Chinese, Japanese, and Indic languages, and for integrating the catalogs and cataloging activities of the Orientalia Division with the general catalogs of the Library
- No 1254, May 31, 1945 Announces the centralization of mimeographing and collating work of Library publications, forms, and administrative memoranda
- No 1255, June 13, 1945 Defines the procedure to be followed in borrowing materials from outside the Library for purposes of exhibition
- No 1256, June 21, 1945 Revises the procedures to be followed in submitting recommendations for meritorious increases
- No 1257, June 25, 1945 Announces the development of a cooperative arrangement between the Library of Congress and the U S Office of Education for the purpose of extending the Government's resources and services in the field of education



## Appendix XII. Statistics of Visitors, Fiscal Years 1944 and 1945

	Main Building		Annex Building	
	1945	1944	1945	1944
Total number of persons admitted to the Library Buildings <sup>1</sup>	459,701	417,934	101,328	96,158
Daily average for the 364 days (363) on which the building was open <sup>2</sup>	1,263	1,145	279	263
Smallest daily average by months, August 1944–April 1945 <sup>3</sup>	364	933	40	197
Largest daily average by months, October 1944–October 1944 <sup>4</sup>	4,488	1,423	508	295
Total number on weekdays	338,997	330,624	83,031	80,677
Total number on Sundays and holidays	120,704	87,310	18,297	15,481
Daily average for 312 weekdays <sup>5</sup>	1,086	1,056	266	257
Daily average for 52 Sundays and holidays	2,321	1,679	359	298

<sup>1</sup> These figures include members of the Library staff

<sup>2</sup> Fiscal year 1944 365 days

<sup>3</sup> Fiscal year 1944 January 1944

<sup>4</sup> Fiscal year 1944 April 1944 and July 1943

<sup>5</sup> Fiscal year 1944 313 weekdays

The Main Building was closed December 25, 1944 The Annex Building was closed on December 24 and 25, 1944

## Appendix XIII Statistics of Personnel Actions

Nature of action	1945	1944	1943	1942	Percentage change 1945 over 1944
Appointments	840	779	1,059	758	+7.8
Promotions	164	318	681	568	-48.4
Transfers	340	555	460	382	-38.7
Details	42	69			-39.1
Increases within grade	384	322	262	494	+10.92
Extensions	162	279	245		-41.9
Reallocations	86	478	233	194	-82
Increases (Act of Aug 1, 1942)			366		
Demotions		6	2		-600
Separations (total)	915	745	1,261	743	+22.7
Resignations	562	531	750	405	+5.8
Terminations	309	134	389	229	+130
Dismissals	4	14	20	1	-71.4
Retirements	15	18	0	14	-16.6
Deaths	5	3	9	3	+66.7
Military furloughs	20	45	87	91	-55.5
Exit interviews	607	373	146		+62.7

<sup>1</sup> The first official exit interview was held in February 1943

## Appendix XIV. List of Members of the Library Staff in the Armed Services of the United States

- Agnew, Samuel E , General Reference and Bibliography Division  
 Agricola, Raymond A , Card Division  
 Alcorn, John M , Legislative Reference Service  
 Alexander, Milton K , General Reference and Bibliography Division  
 Allen, Donald C , Binding Office  
 Anderson, C Hoyt, Legislative Reference Service  
 Appel, Charles A , III, Stack and Reader Division  
 Archer, Richard C , Maps Division  
 Armstrong, Phyllis E , Law Library  
 Atkinson, Elton C , Serials Division  
 Bailey, Howard L , Law Library  
 Baker, Charles E , Stack and Reader Division  
 Baldassare, Silvio F , Library Buildings  
 Ball, Dudley B , Loan Division  
 Ball, George J , Library Buildings  
 Barnard, Joseph M , Card Division  
 Bairon, Guy C , Card Division  
 Bartley, S Claude, Serials Division  
 Balknap, J K , Descriptive Cataloging Division  
 Belmeir, Herbert B , Card Division  
 Bennett, George J , Library Buildings  
 Bennett, Robert, Stack and Reader Division  
 Berg, William B , Library Buildings  
 Bethea, Claud, Library Buildings  
 Bialek, Robert, Card Division  
 Billings, Elden E , Legislative Reference Service  
 Bishop, William, Stack and Reader Division  
 Blair, James A , Library Buildings  
 Blanchard, Joy B , Serials Division  
 Bloomfield, Richard, Stack and Reader Division  
 Bonham, Clayton M , Library Buildings  
 Bosserman, Raymond C , Serials Division  
 Boswell, Paul, Loan Division  
 Boteler, Charles M , Jr , Stack and Reader Division  
 Boudinot, Henry M , Office of Information  
 Bowen, John H , Library Buildings  
 Bowler, Benedict F , Card Division  
 Boyer, Daniel R , Library Buildings  
 Bovette, Ollie, Serials Division  
 Boyle, John W , Copyright Office  
 Bradshaw, Joseph, Photoduplication Service  
 Bray, Robert S , General Reference and Bibliography Division  
 Breen, Joseph, Loan Division  
 Brooks, Martin F , Stack and Reader Division  
 Brown, Floyd, Library Buildings  
 Brown, William C , Library Buildings  
 Buich, Norman, Stack and Reader Division  
 Burke, Clinton C , Order Division  
 Burke, Raymond G , Card Division  
 Burkett, Joseph W , Stack and Reader Division  
 Caldwell, Callis A , Copyright office  
 Carlisle, J Clyde, Copyright office  
 Carpenter, Henry H , Stack and Reader Division  
 Carson, Eugene J , Library Buildings  
 Carter, Peggy S , Legislative Reference Service  
 Cash, Edwin, Copyright Office  
 Chambers, F Wendall, Loan Division  
 Chapman, Mark, Binding Office  
 Chase, Frederic P S , Legislative Reference Service  
 Cheadle, Harold L , Legislative Reference Service  
 Cherry, Foster L , Stack and Reader Division  
 Coachman, Daniel R , Jr , Loan Division  
 Coffin, Lewis C , Union Catalog Division  
 Cogswell, Kuch J , Stack and Reader Division  
 Cole, Kendall M , Stack and Reader Division  
 Connolly, Byron P , Card Division  
 Cook, John L , Descriptive Cataloging Division  
 Cooksey, G Ralph, Library Buildings  
 Cormier, John W , Library Buildings  
 Cornelius, William G , Stack and Reader Division  
 Coryell, Donald E , Library Buildings  
 Covington, Jimmie M , Stack and Reader Division  
 Cox, R E , Legislative Reference Service  
 Creech, Albert M , Library Buildings  
 Cunningham, Robert, Card Division  
 Curtis, Philip J , Stack and Reader Division  
 Cushman, Robert W , Serials Division  
 Dalton, A M , Library Buildings  
 Danilowicz, Henry, Serials Division  
 Darby, Willie, Secretary's Office  
 Davenport, Robert, Exchange and Gift Division  
 Davis, William E , Photoduplication Service  
 Deaborn, Earl J , Office of the Assistant Director of the Reference Department for Public Reference Service  
 Debord, Charles L , Copyright Office  
 Decker, John H , Library Buildings  
 Dennis, Alfred P , Legislative Reference Service  
 Dennis, James L , Library Buildings

DeNoia, John, Acquisitions Department Office  
 Dickson, Stewart, General Reference and Bibliography Division  
 Dietz, John William, Card Division.  
 Dixon, H. Buigess, Loan Division  
 Dolby, Robert M., Descriptive Cataloging Division  
 Domei, August S., Serials Division  
 Donat, Anthony, Serials Division  
 Dougherty, Robert M., Maps Division  
 Douglas, Henry H., General Reference and Bibliography Division  
 Dozer, Russell S., Legislative Reference Service  
 Dubester, Henry J., Census Library Project  
 Dunn, Tracy, Stack and Reader Division.  
 Duren, Albert, Secretary's Office  
 Eakes, Algie R., Library Buildings  
 Easley, Claudius M., Jr., Loan Division  
 Eaton, Vincent L., General Reference and Bibliography Division  
 Elam, Charles B., Music Division  
 Erskine, John C., Loan Division  
 Evans, Margaret, Stack and Reader Division  
 Farkas, Emil C., Legislative Reference Service  
 Fetter, Elsie M., <sup>1</sup> Legislative Reference Service.  
 Feuster, Ralph L., Stack and Reader Division  
 Finer, Joseph, Stack and Reader Division  
 Fisher, Clyde V., Loan Division  
 Fisher, John E., Exchange and Gift Division  
 Fitzgerald, Richard, Card Division  
 Flickinger, Robert, Subject Cataloging Division  
 Flournoy, Copley W., Loan Division  
 Fogarty, Philip E., Stack and Reader Division  
 Fortune, Robert G., Copyright Office  
 Foster, George N., Copyright Office  
 Fry, Bernard, Legislative Reference Service  
 Fulham, Clarence A., Library Buildings  
 Gage, Pauline, <sup>1</sup> Serials Division  
 Gaines, Charles, Card Division  
 Garlick, Robert, Copyright Office  
 Glasgow, William, Photoduplication Service  
 Gloyd, William H., Library Buildings  
 Goins, Otis I., Card Division  
 Golner, Joseph H., Serials Division  
 Gooch, Donald W., General Reference and Bibliography Division  
 Gottschalk, Barbara O., Subject Cataloging Division  
 Green, D. Betsy, Card Division  
 Green, Robert C., Legislative Reference Service  
 Greenway, George E., General Reference and Bibliography Division  
 Griffith, William O., Copyright Office  
 Gross, Edward F., Stack and Reader Division  
 Grunke, Arthur G., Loan Division  
 Gunther, Lawrence, Legislative Reference Service  
 Hackett, Edward J., Card Division  
 Hardesty, John L., Serials Division  
 Harley, John C., Serials Division  
 Harp, Willie W., Library Buildings  
 Harper, Robert E., Card Division  
 Harper, Stephen W., Stack and Reader Division  
 Hatton, Charles A., Copyright Office  
 Hawes, Richard P., General Reference and Bibliography Division  
 Hawkins, Norman, Library Buildings  
 Hayes, Jack C., Stack and Reader Division  
 Hayes, Joseph T., Stack and Reader Division  
 Heelen, Hugh M., Copyright Office  
 Heiner, George, Law Library  
 Heironimus, Herman H., Library Buildings  
 Heizer, J. Howard, Copyright Office  
 Henderson, Thomas J., Card Division  
 Herbold, James E., Jr., Stack and Reader Division  
 Hernandez, B. C., Jr., Stack and Reader Division  
 Hill, Cecil, Library Buildings  
 Hill, Richard W., Library Buildings  
 Hobbes, Alan B., Order Division  
 Holbert, Leland L., Legislative Reference Service  
 Holland, Clifton, Library Buildings  
 Hollander, Manuel, Serials Division  
 Holliday, Robert J., Jr., Stack and Reader Division  
 Hollister, Walter E., Card Division  
 Holmes, Donald C., Photoduplication Service  
 Horne, Frank B., Legislative Reference Service  
 Horton, Frederick M., Stack and Reader Division  
 Horvath, Alexander B., Hispanic Foundation  
 Houghton, Robert B., Stack and Reader Division  
 Hubbard, Clarence F., Library Buildings  
 Hubbard, John D., Copyright Office  
 Hudson, M. Desmond, Serials Division  
 Hupman, Richard D., Law Library  
 Ingle, George B., Stack and Reader Division  
 Inman, Newton, Library Buildings  
 Jackson, Arthur Dale, Legislative Reference Service  
 Jacobs, Clarence E., Library Buildings  
 Jann, Edmund C., Law Library  
 Jenkins, Brooks A., Stack and Reader Division  
 Jenkins, John A., Jr., Library Buildings  
 Jenkins, W. S., Photoduplication Service  
 Jenkins, Willis H., Copyright Office  
 Jesneck, Kenneth L., Card Division  
 Johnson, Henry Laurens, Maps Division  
 Johnson, John G., Library Buildings  
 Johnson, Thomas, Library Buildings  
 Johnson, W. Scott, Card Division  
 Jones, Lloyd R., Serial Record Division  
 Jones, Perry T., Card Division  
 Jordan, John F., Library Buildings  
 Josif, Harold G., Legislative Reference Service

<sup>1</sup> *American Red Cross*

- Joyner, Frank R , Library Buildings  
 Joyner, McKinley, Library Buildings  
 Kane, James S , Copyright Office  
 Karsner, Loran P , Card Division  
 Katzman, Louis P , Law Library.  
 Keeley, Joseph J , Loan Division  
 Keller, Edgar C , Serials Division  
 Kelley, Heiman L , Jr , Stack and Reader Division  
 Kendrick, L Carlisle, Stack and Reader Division  
 Keriakou, Paris N , Stack and Reader Division  
 Kerr, Thomas H , Jr , Stack and Reader Division  
 Kessler, Charles L , Serials Division  
 Kessler, Milton U , Serials Division  
 Kidwell, William F , Secretary's Office  
 Kimmel, William J , Photoduplication Service  
 King, Elmer S , Photoduplication Service.  
 Kinney, Neil T , Stack and Reader Division  
 Kline, Frederick E , Serials Division.  
 Knapp, Donald H , Copyright Office  
 Knicely, Ralph F , Copyright Office  
 Kniffin, Wayne D , Law Library  
 Kopanyi, Francis W , Serial Record Division.  
 Kouwenberg, Peter E , Card Division  
 Kowleski, Stanley M , Jr , Card Division.  
 Kwong, Tom Ging, Photoduplication Service  
 Labouna, Angelo E , Stack and Reader Division  
 Lamb, Ethel, Stack and Reader Division  
 Langone, Stephen, Legislative Reference Service  
 Langone, Wilfred S , Stack and Reader Division  
 Lawson, J Robert, Publications Office  
 Lee, Lloyd L , Copyright Office  
 Leith, Robert L , Copyright Office  
 Lessley, James M Rare Books Division  
 Levenson, Harry N , Serials Division  
 Levering, Robert W , Law Library  
 Lewis, Benjamin H , Library Buildings  
 Lewis, Morris, Jr , Card Division  
 Lichtenwanger, William J , Music Division  
 Lincoln, Marjorie G , Legislative Reference Service  
 Linkous, Eugene W , Serials Division  
 Lockett, Durward, Stack and Reader Division.  
 Loeb, Richard, Legislative Reference Service  
 Lupton, H W , Copyright Office  
 Lyons, Jacob G , Legislative Reference Service  
 Lyons, M Adelaide, Order Division  
 Lytel, Erskine W , Jr , Copyright Office  
 MacAllister, Samuel K , General Reference and  
 Bibliography Division  
 MacNeil, Joseph, Serials Division  
 McBurney, John J , Stack and Reader Division  
 McCloskey, Robert B , Serials Division  
 McCullough, John H , Library Buildings  
 McCurdy, Clyde D , Card Division  
 McFarland, Orin S , Jr , Copyright Office  
 McGee, John D , Music Division  
 McGuigan, Warren E , Legislative Reference  
 Service  
 McGuire, John G , Stack and Reader Division  
 McKool, Michael P , Copyright Office  
 McLaughlin, Donald H , Card Division  
 McLean, Edmund, Library Buildings  
 McMullan, George K , Law Library  
 McVeigh, John B , Tabulating Office  
 Manning, Lewis B , Secretary's Office  
 Marlow, Charles A , Jr , Copyright Office  
 Marsh, Nelson R , Library Buildings  
 Marte, Gonzalo S , Legislative Reference Service  
 Martin, Francis, Card Division  
 Martinez, Ramon P , Card Division  
 Matthews, J Aust, Serials Division  
 Merward, D Edward, Legislative Reference  
 Service  
 Milnickel, Clark A , Photoduplication Service  
 Mitcham, James A , Legislative Reference Serv-  
 ice  
 Montel, John, Card Division  
 Mumford, Andrew, Jr , Photoduplication Serv-  
 ice  
 Murdock, Overton L , Law Library  
 Murdock, Ralph A , Serials Division  
 Nazareno, Alfredo, Hispanic Foundation  
 Neeley, Anderson P , Stack and Reader Division  
 Netterstrom, Miriam,<sup>1</sup> Maps Division.  
 Nichols, Thomas H , Secretary's Office  
 Nixon, William R , Serials Division  
 Noble, W J , Stack and Reader Division  
 Norland, Calvert E , Serials Division  
 Norton, Leland, D , Stack and Reader Division  
 Novick Frank P Library Buildings  
 Nuner, Robert D , Stack and Reader Division  
 Obear, Legare H B , Office of the Chief Assistant  
 Librarian  
 O'Hara, Ralph E , Photoduplication Service  
 Ohler, Charles W , Division of Books for the  
 Adult Blind  
 Oliver, Henry A , Library Buildings  
 Olson, Lynn H , Maps Division  
 Partin, Frank A , Law Library  
 Pattee, Maxine E , Library Buildings  
 Payne, Louis, Secretary's Office  
 Perkins, Edgar, Card Division  
 Perlman, David L , Copyright Office  
 Petmezas, Constantine, Legislative Reference  
 Service  
 Pitts, Clyde C , Library Buildings  
 Poindexter, Gladys C , Binding Office  
 Pollard, Harry L , Stack and Reader Division  
 Poore, John W , Library Buildings  
 Powell, George L , Library Buildings  
 Powell, Thomas Milton, Stack and Reader Divi-  
 sion  
 Powers, James G , Card Division

<sup>1</sup> American Red Cross

- Pugh, George A., Jr., Personnel Office  
 Ramsay, William E., Jr., Serials Division  
 Rath, J. Kent, Law Library  
 Redding, Carl O., Serials Division  
 Redding, William J., Legislative Reference Service  
 Redwine, Robert B., Card Division  
 Reed, Lawrence H., Copyright Office  
 Reikind, Bertram, Division of Books for the Adult Blind  
 Reith, John W., Maps Division  
 Rempick, John M., Library Buildings  
 Revell, Charles, Card Division  
 Rhizer, Irwin B., Jr., Processing Department Office  
 Richmond, Neal W., Jr., Stack and Reader Division  
 Richter, Richard, Stack and Reader Division  
 Ridgell, James A., Library Buildings  
 Riggs, John Beverley, Manuscripts Division  
 Riley, Adolphus, Card Division  
 Roach, William P., Law Library  
 Robertson, Foster B., Card Division  
 Robey, Ralph E., Card Division  
 Robinson, Louis, Personnel Office  
 Rossiter, William W., Disbursing Office  
 Rouff, Leon, Library Buildings  
 Rowe, Melvin J., Library Buildings  
 Rucchio, Eugene J., Library Buildings  
 Ruggles, Bertram L., Legislative Reference Service  
 Rutherford, S. Morton, III, Stack and Reader Division  
 Rutledge, Alton, Copyright Office  
 Salmon, Edward C., Copyright Office  
 Saxty, Charles K., Serials Division  
 Schmuckler, Nathan J., Exchange and Gift Division  
 Schwegmann, George C., Jr., Card Division  
 Scott, Benjamin F., Legislative Reference Service  
 Scott, Royal H., Card Division  
 Shallcross, Joseph, Law Library  
 Sharp, Freeman W., Legislative Reference Service  
 Shorb, Ronald, Stack and Reader Division  
 Simi, Adrian, Exchange and Gift Division  
 Simonton, Wesley C., Exchange and Gift Division  
 Simpson, Thomas W., Serials Division  
 Slater, William H., Serial Record Division  
 Slidell, John R., General Reference and Bibliography Division  
 Slone, Joseph J., Library Buildings  
 Smith, George E., Binding Office  
 Smith, Louie M., Library Buildings  
 Smith, Louis C., Subject Cataloging Division  
 Smith, Paul A., Stack and Reader Division  
 Smith, Robert E., Stack and Reader Division  
 Smith, Wilbur, Stack and Reader Division  
 Southall, Truman, Keeper of the Collections  
 Spalding, C. Sumner, Descriptive Cataloging Division  
 Spaulding, George L., Supply Office  
 Sprow, Otis W., Card Division  
 Stein, Cabot T., Photoduplication Service  
 Stephenson, Charles H., III, Loan Division  
 Stephenson, John H., Card Division  
 Stewart, Lena,<sup>1</sup> Personnel Office  
 Stone, Isaac A., Card Division  
 Storey, Martha E., Law Library  
 Summeis, Joe J., Copyright Office  
 Suosso, Alton W., Law Library  
 Swanson, Bernard J., Stack and Reader Division  
 Sweeney, John J., Library Buildings  
 Swift, Grace H.,<sup>1</sup> Descriptive Cataloging Division  
 Talbert, Charles A., Photoduplication Service  
 Talbott, Robert N., Exchange and Gift Division  
 Tart, Carlisle, Rare Books Division  
 Tate, David B., Stack and Reader Division  
 Thaxter, John H., Serials Division  
 Thomas, Robert J., Card Division  
 Thompson, Kenneth, Stack and Reader Division  
 Thompson, William Wayne, Card Division  
 Throckmorton, Walter J., Serials Division  
 Ticknor, Francis B., Copyright Office  
 Tighe, Leo W., Rare Books Division  
 Tinker, Lula J., Card Division  
 Tollman, Roger W., Copyright Office  
 Trimmer, Benjamin T., Card Division  
 Tuttle, Ivan S., Stack and Reader Division  
 Tyson, Andrew B., Office of the Chief Assistant Librarian  
 Underhill, Eugene C., Card Division  
 Valeo, Francis, Legislative Reference Service  
 Vaughan, Donald F., Photoduplication Service  
 Vega, Miguel E., Law Library  
 Vengien, John L., Library Buildings  
 Veselik, Robert G., Card Division  
 Vietor, John H., Jr., Serials Division  
 Von Guerard, R. B., Stack and Reader Division  
 Von Gunten, Robert, Copyright Office  
 Wabeke, Bertus H., Netherlands Studies Unit  
 Wachholz, Paul F. W., Hispanic Foundation  
 Waggoner, John P., Jr., Order Division  
 Walker, Fred, Keeper of the Collections  
 Walker, Howard S., Loan Division  
 Walker, James L., Card Division  
 Walker, Jimmie A., Copyright Office  
 Walker, L. Burns, Personnel Office  
 Wallace, C. Wayne, Stack and Reader Division  
 Wallace, Staten, Card Division  
 Walsh, Joseph M., Hispanic Foundation

<sup>1</sup> American Red Cross

Walsh, Paul A , Copyright Office  
 Walton, Manuel O , Exchange and Gift Division  
 Washington, Lawrence, Serials Division  
 Weaver, Walter C , Photoduplication Service  
 Webb, Willard, General Reference and Bibliography Division  
 Weber, Walton H , Card Division  
 Wentz, Daniel S , II, Stack and Reader Division  
 White, George A , Stack and Reader Division  
 Whitlock, Roger S , Serials Division  
 Whitted, J V , Stack and Reader Division  
 Wilkinson, John P , Legislative Reference Service

Williams, George S , Serial Record Division  
 Williams, Grover S , Serials Division  
 Williams, James, Library Buildings  
 Williams, M Woodbridge, Stack and Reader Division  
 Wilson, Frank W , Card Division  
 Winston, Major J , Library Buildings  
 Wise, William H , Copyright Office  
 Wolfe, Martin J , Legislative Reference Service.  
 Wolkonsky, Peter N , Photoduplication Service.  
 Wright, Henry M , Library Buildings  
 Zeleny, Charles E , Maps Division

## MEMBERS OF THE STAFF WHO HAVE RETURNED FROM THE ARMED SERVICES

Brannum, Theodore,<sup>2</sup> Library Buildings  
 Collins, Richard S , Law Library  
 Cook, James W ,<sup>2</sup> Library Buildings  
 Culver, James H ,<sup>2</sup> Photoduplication Service  
 Durst, Clyde W ,<sup>2</sup> Serial Record Division  
 Faris, Stephen, Library Buildings  
 Foster, Gerald,<sup>2</sup> Copyright Office  
 Frech, Robert E , Copyright Office  
 Gover, Gerald H ,<sup>2</sup> Copyright Office  
 Hardwick, Henry S , Library Building  
 Hendricks, Catherine C , Serial Record Division  
 Holt, James J ,<sup>2</sup> Copyright Office  
 Huntley, William G ,<sup>2</sup> Library Buildings  
 Jagers, Leslie R , Library Buildings  
 Kennerly, Edwin B , Legislative Reference Service  
 King, William,<sup>2</sup> Library Buildings  
 Langdon, John E ,<sup>2</sup> Library Buildings  
 Leikind, Morris C , General Reference and Bibliography Division

Llewellyn, John M ,<sup>2</sup> Serials Division  
 Lomax, Clifford M ,<sup>2</sup> Library Buildings  
 Long, Gerald L ,<sup>2</sup> Loan Division  
 MacDonald, Elmer,<sup>2</sup> Secretary's Office  
 McCarteney, Richard S , Copyright Office  
 McLane, Clarke J ,<sup>2</sup> Copyright Office  
 Mulhollen, Hirst D , Prints and Photographs Division  
 Moonan, Albert P ,<sup>2</sup> Card Division  
 Mumford, Luther H ,<sup>2</sup> Copyright Office  
 Parker, Dorothy, Card Division  
 Phillips, William, Copyright Office  
 Pierce, Norman A ,<sup>2</sup> Serials Division  
 Pruitt, Vester N , Stack and Reader Division  
 Scott, Warren W , Legislative Reference Service.  
 Smith, Louis C , Copyright Office  
 Teal, Preston, Card Division  
 Woodman, Maurice L ,<sup>2</sup> Card Division

## MEMBERS OF THE STAFF KILLED IN THE ARMED SERVICES

Andersen, Arthur M , Hispanic Foundation  
 Bennett, Millard, Legislative Reference Service  
 Chavez, Alexander, Copyright Office  
 Coxetter, James, Descriptive Cataloging Division  
 Edens, Edward H ,<sup>3</sup> Stack and Reader Division  
 Ell, John W , Law Library  
 Giles, William D , Library Buildings

Gianier, James A , Hispanic Foundation  
 Mullaney, John F , Card Division  
 Rossi, Charles B , Secretary's Office  
 Schultz, John, Serials Division  
 Schmitt, Waldo E , Maps Division  
 Van Scovoc, Charles W , Stack and Reader Division

<sup>2</sup> Returned from the Armed Services during the period June 30, 1945, through October 31, 1945

<sup>3</sup> Killed since June 30, 1945

## Appendix XV. Financial Statistics

## A. STATEMENT OF ACTIVITY FOR FISCAL YEAR 1945, AS OF JUNE 30, 1945

Appropriation title	Current ap- propriation	Funds trans- ferred from other gov- ernment agencies	Reimburse- ments to appropria- tions	Unexpended balances of appropria- tions brought forward from prior year	Unliquidated obligations brought for- ward from prior year 1	Unobligated funds	
						Not available for obligation	Available for obligation
ANNUAL APPROPRIATION							
Salaries, Library Proper	\$135,000 00			\$31,341 96	—\$6,029 56	\$37,371 52	\$135,000 00
1945-46	1,750,000 00			49,331 81	32 44	49,299 37	1,750,000 00
1945							
1944							
1943							
Salaries, Copyright Office	348,000 00						348,000 00
1945				23,559 41	553 28	23,006 13	
1944				13,216 99		13,216 99	
1943							
Legislative Reference Service	178,000 00						178,000 00
1945				7,970 46	2,596 49	5,373 97	
1944				1,759 16		1,759 16	
1943							
Distribution of printed cards	271,605 00						271,605 00
1945				8,600 92	2,453 29	6,147 63	
1944				8,167 57		8,167 57	
1943							
Index to State Legislation	35,000 00						35,000 00
1945				1,393 03	368 60	1,024 43	
1944				579 85		579 85	
1943				60 09		60 09	
1942-43							
Sunday opening	10,000 00						10,000 00
1945				15,000 00		15,000 00	
1944				118 37		118 37	
1943							
Union catalogs	46,925 00						46,925 00
1945				300 99	260 57	40 42	
1944				1,027 54		1,027 54	
1943							
Motion picture project							

Increase, general	198, 000 00					198, 000 00
1945-46						10, 543 13
1944-45						15, 459 51
1943-44						19, 986 47
1942-43						
Increase, Law Library	85, 000 00					85, 000 00
1945-46						30, 375 63
1944-45						
1943-44						4, 777 59
1942-43						8, 878 71
Books for Supreme Court	20, 000 00					20, 000 00
1945						2 02
1944						29 10
1943						
Books for adult blind	500, 000 00					500, 000 00
1945						1, 586 27
1944						8, 803 52
1943						
Printing and binding, general	300, 000 00					300, 000 00
1945						
1944						
1943						
Printing and binding, catalog of title entries of Copyright Office	20, 000 00					20 000 00
1945						13, 530 45
1944						28, 164 30
1943						
Printing and binding, catalog cards	260, 000 00					260, 000 00
1945						44, 970 25
1944						6, 827 79
1943						
Contingent expenses	20, 800 00					20, 800 00
1945						68 43
1944						187 88
1943						
Furniture and equipment	13, 000 00					13 000 00
1945						151 13
1944						4, 266 14
1943						7, 000 00
1942-43						
Photoduplicating expenses	24, 100 00					24 100 00
1945						3 073 52
1944						5, 362 20
1943						
Penalty mail costs, 1945	13, 875 00					13, 875 00

See footnote at end of table



## A STATEMENT OF ACTIVITY FOR FISCAL YEAR 1945, AS OF JUNE 30, 1945 (continued)

Appropriation title	Current ap- propriation	Funds trans- ferred from other gov- ernment agencies	Reimburse- ments to appropria- tions	Unexpended balances of appropria- tions brought forward from prior year	Unliquidated obligations brought for- ward from prior year	Unobligated funds	
						Not available for obligation	Available for obligation
ANNUAL APPROPRIATION—(continued)							
Security of collections							\$29,283 03
1945				\$29,283 03	\$1,356 43		
1944				1,356 43	15 00		
1942-43				15 00			
Salaries, Library Buildings							
1945	\$350,000 00			18,144 37	467 86	\$17,676 51	350,000 00
1944				11 458 82		11,458 82	
1943							
Sunday opening, Library Buildings							
1945	8,000 00			8,000 00		8,000 00	8 000 00
1944				1,372 30		1,372 30	
1943							
Maintenance, Library Buildings							
1945	18,000 00			3,227 82	2,974 28	253 54	18 000 00
1944				753 55		753 55	
1943							
Expenses, Library of Congress Trust Fund Board							
1945	500 00			100 00		100 00	500 00
1944				500 00		500 00	
1943							
TOTAL ANNUAL APPROPRIATION	4,605,805 00			978,557 42	532,922 59	375,433 04	4,676,006 79
TRANSFERS FROM OTHER GOVERNMENT AGENCIES							
<i>Appropriated Funds</i>							
Cooperation with the American Republics (transfer to Library of Congress)							
1945		\$40,110 00		35,434 14	34 379 05	1,055 09	40,110 00
1944							

1943	14, 202 70	14, 202 70	14, 202 70	14, 202 70	14, 202 70	14, 202 70	14, 202 70	14, 202 70	14, 202 70
Total appropriated funds									
<i>Working Funds</i>									
Transfers from									
Board of Economic Warfare, 1944									
Emergency Management									
Coordinator of Inter-American Affairs, 1945									
Department of State, 1945									
Office of Strategic Services									
1945									
1944									
Total working funds									
Total transfer from other Government agencies									
TRUST ACCOUNTS <sup>2</sup>									
Bequest of Gertrude M. Hubbard, principal account									
Bequest of Gertrude M. Hubbard, interest account									
Library of Congress Trust Fund, permanent loan									
Library of Congress Trust Fund, interest on permanent loan									
Library of Congress Trust Fund, investment account									
Library of Congress Trust Fund, income from investment account									
Library of Congress Gift Fund									
Unearned copyright fees, Library of Congress									
Unearned catalog card fees, Library of Congress									
Expenses of depository sets of Library of Congress cards									
Total trust accounts									
Grand total									

See footnotes at end of table



Increase, general	165,304 34	104,994 54	93,005 46	60,309 80			
1945-46	10,543 13	67,713 32	3,566 99	3,566 99			
1944-45		27,444 36	31,715 33	16,255 82			
1943-44		5,580 06	19,986 47		15,459 51		
1944-43							
Increase, Law Library	48,759 50	28,340 36	56,659 64	20,419 14		36,240 50	150,000 00
1945-46	30,375 63	47,170 00	6,842 79	6,842 79			
1944-45		11,039 86	15,558 12	10,780 53	4,777 59		
1943-44		538 78	8,878 71				
1942-43							
Books for Supreme Court	19,860 43	8,231 85	11,768 15	11,628 58	139 57		20,000 00
1945		7,210 61	29 10	184 19	2 02		
1944		583 00					
1943							
Books for adult blind	497,535 91	179,976 06	320,023 94	317,559 85	2,464 09		500,000 00
1945		153,960 92	20 689 93	19 103 66	1 586 27		
1944		13 710 88	8,803 52				
1943							
Printing and binding, General	299,621 97	244,683 70	55,316 30	54,938 27	378 03		319,000 00
1945		74,114 30	10,314 45	10,314 45			
1944		6,030 44					
1943							
Printing and binding, catalog of title entries of copyright office	9,637 28	6,666 03	13,333 97	2,971 25	10,362 72		20,000 00
1945		10,630 63	13,530 45				
1944			28,164 30				
1943							
Printing and binding, catalog cards	239,899 09	195,771 24	64,228 76	44,127 85	20,100 91		260,000 00
1945		59,879 33	47,070 25	2,100 00	44,970 25		
1944			6,827 79				
1943							
Contingent expenses	20,511 08	17,167 35	3 632 65	3 343 73	288 92		26,600 00
1945		3,317 02	184 41	115 98	68 43		
1944		19 60	187 88				
1943							
Furniture and equipment	12,829 58	9,968 88	3 031 12	2,860 70	170 42		
1945		7,705 29	151 13				
1944			4,266 14				
1943			7,000 00				
1942-43							
Photoduplicating expenses	23,800 00	14,272 70	9,827 30	9,527 30	300 00		24 100 00
1945		2,879 86	3,073 52				
1944			5 362 20				
1943							
Penalty mail costs, 1945	13,875 00	5,716 29	8 158 71	8,158 71			12,500 00

See footnotes at end of table

## A STATEMENT OF ACTIVITY FOR FISCAL YEAR 1945, AS OF JUNE 30, 1945 (Continued)

Appropriation title	Obligations incurred during current fiscal year	Expenditures during current fiscal year	Transfers to surplus fund of Treasury	Unexpended balances	Unliquidated obligations	Unobligated funds		Appropriated for fiscal year 1946
						Not available for obligation fiscal year 1946	Available for obligation fiscal year 1946	
ANNUAL APPROPRIATION—(continued)								
Security of collections								
1945	\$28,895 40	\$28,695 40		\$587 63	\$200 00	\$38 63		
1944		1,356 43						
1942-43		15 00						
Salaries, Library Buildings								
1945	346,792 23	330,895 00	\$17,676 51	19,105 00	15,897 23	3,207 77		\$314,300 00
1944		467 86	11,458 82					
1943								
Sunday Opening, Library Buildings								
1945			8,000 00	8,000 00		8,000 00		
1944			1,372 30					
1943								
Maintenance, Library Buildings								
1945	17,209 84	16,705 54	253 54	1,294 46	504 30	790 16		22,800 00
1944		2,974 28	753 55					
1943								
Expenses, Library of Congress Trust Fund Board								
1945			100 00	500 00		500 00		500 00
1944			500 00					
1943								
Total annual appropriation	4,499,826 55	4,291,380 97	308,568 97	984,412 48	741,368 17	174,108 15	\$68,936 16	4,660,410 00
TRANSFERS FROM OTHER GOVERNMENT AGENCIES								
Appropriated funds								
Cooperation with the American Republics (transfer to Library of Congress)								
1945	38,701 58	19,322 44		20,787 56	19,379 14	1,408 42		
1944		9,502 96		25,931 18	24,876 09	1,055 09		

1943	14,202 70	46,718 74	44,255 23	2,463 51	
Total appropriated funds	43,028 10				
<i>Working Funds</i>					
Transfers from	197 70				
Board of Economic Warfare, 1944					
Emergency Management					
Coordinator of Inter-American					
Affairs, 1945	6,846 30	353 70	300 00	53 70	15,049 23
Department of State, 1945	4,950 77	17,930 62	2,881 39		
Office of Strategic Services	15,185 44	1,205 56	1,004 65	200 91	
1945	75 00				
1944					
Total working funds	24,373 82	19 489 88	4,186 04	254 61	15,049 23
Total transfer from other Government agencies	67,401 92	66 208 62	48,441 27	2,718 12	15 049 23
TRUST ACCOUNTS <sup>2</sup>					
Bequest of Gertrude M Hubbard, principal account		20,000 00		20,000 00	
Bequest of Gertrude M Hubbard, interest account	308 00	3,064 23			3,064 23
Library of Congress Trust Fund, permanent loan		1,362,932 68		1,362 932 68	
Library of Congress Trust Fund, interest on permanent loan	39 211 29	82,203 74	5,493 42		76 710 32
Library of Congress Trust Fund, investment account		171 84		171 84	
Library of Congress Trust Fund, income from investment account	25,626 73	24 950 07	2 576 12		22,373 95
Library of Congress Gift Fund	208,408 21	111,981 80	28,884 18		83,097 62
Unearned copyright fees, Library of Congress	16,139 85	3 071 85			3 071 85
Unearned catalog card fees, Library of Congress	302 51	529 53			529 53
Expenses of depository sets of Library of Congress cards	2 206 99	4,965 10	51 75		1 913 35
Total trust accounts	292,207 58	1 613 870 84	37,005 47	1,383 101 52	193,760 85
Gr and total	4,870,069 67	4,650,990 47	308 568 97	2,664 491 94	277,746 24
				1 559,930 79	4,660 410 00

<sup>1</sup> Includes adjustments made during fiscal year 1945

<sup>2</sup> In analysis of Gift and Trust Funds by Donors, see Exhibit "B"

B PERMANENT SPECIFIC APPROPRIATIONS AND TRUST FUNDS—BY DONOR STATEMENT  
OF ACTIVITY—FISCAL YEAR 1945, AS OF JUNE 30, 1945

Appropriation title and donor	Purpose	Current appropriations and receipts	Reimbursements to appropriations	Unexpended balances of appropriations brought forward from prior year	Unliquidated obligations brought forward from prior year	Unobligated balance available for obligation	Obligations incurred during current fiscal year	Expended during current fiscal year	Unexpended balances	Unliquidated obligations	Unobligated balance available for obligation fiscal year 1946
Bequest of Gertrude M. Hubbard Library of Congress, interest account	Purchase of punts.	\$800 00		\$2,576 23	\$4 00	\$3,372 23	\$308 00	\$312 00	\$3,064 23		\$3,064 23
Library of Congress Trust Fund interest on permanent loan account											
Babine, bequest of Alexis V. Bowler, R. K.	Purchase of Slavic material.	267 38		1,180 34		1,447 72			1,447 72		1,447 72
Carnegie Corporation of New York	Bibliographic Service.	46 76		141 89		188 65			188 65		188 65
Coolidge Foundation Elizabeth Sprague	Chair of Fine Arts.	3,534 62		14,727 41		18,262 03			18,262 03		18,262 03
	Furtherance of musical research, composition, performance and appreciation	4,368 72		1,645 90	16 02	8,998 60	6,451 72	6,461 19	2,553 43	\$6 55	2,546 88
Elson, bequest of Bertha L.	(a) To provide annually one or more free lectures open to the public upon subjects associated with music or its literature (b) To be expended as the Librarian may deem best calculated to foster the interest of the public in music or in the literature of music Enrichment of Music collection.	34 47				34 47			34 47		34 47
	Chair of Aeronautics.	37 84				37 84			37 84		37 84
Friends of Music in The Library of Congress		153 32		229 24		382 56			382 56		382 56
Guggenheim Fund, for the Promotion of Aeronautics, Inc., Daniel Huntington, Archer M.		3,626 16		1,813 08		5,439 24	5,439 24	3,626 16	1,813 08	1,813 08	
	Books—Purchase of Hispanic material	4,492 23		5,699 76	2,203 5	67,988 43	2,286 85	3,361 11	6,830 88	1,129 30	5,701 58
	Consultant—Consultant of Spanish and Portuguese literature	43 65		305 56		349 21			349 21		349 21
	Furtherance of music.	307 66		872 29		1,179 95			1,179 95		1,179 95
Longworth Foundation, Nicholas Miller, bequest of Dayton C.	For the benefit of the Dayton C. Miller collection of flutes	460 64		292 37		753 01			753 01		753 01
	Purchase of material in the Fine Arts.	10,698 95		5,370 43		16,069 38	4,511 62	4,511 62	11,557 76		11,557 76
Pennell, bequest of Joseph.	Advancement of musical research.	483 52		1,750 78		2,234 30			2,234 30		2,234 30
Sonneck Memorial Fund.	Maintenance of collection of Stradivari instruments and Tourte bows and for programs in which those instruments are used	12,614 13		8,976 92	150 00	21,441 05	13,196 08	12,570 53	9,020 52	775 55	8,244 97
Whitall Foundation, Gertrude Clarke	Chair of Geography	3,274 28		1,637 14		4,911 42	4,911 42	3,274 28	1,637 14	1,637 14	
Wilbur, James B.	Acquisition of serviceable reproductions of manuscript material on American history in European	7,706 86		17,984 08		25,690 94	3,163 20	3,031 40	22,659 54	131 80	22,527 74

Treatment of source material for American history										
	1,251 42	2,385 23	3,636 65	2,375 00	2,375 00	2,375 00	1,261 65	5,493 42	1,261 65	1,261 65
Total.....	51,402 61	68,012 42	2,369 58	119,045 45	42,335 13	39,211 29	82,203 74	5,493 42	82,203 74	76,710 32
Purchase of Slavic material.....	2,704 00	43 41	676 00	43 41	2,704 00	2,704 00	43 41	676 00	43 41	43 41
Chair of American History.....	432 00	676 00	676 00	2,704 00	2,704 00	2,704 00	676 00	676 00	676 00	676 00
Bibliographic Service.....	250 00	625 00	625 00	824 54	824 54	824 54	824 54	824 54	824 54	824 54
Chair in the Fine Arts.....	2,636 90	2,003 53	4,640 43	2,515 00	2,515 00	2,515 00	2,125 43	2,125 43	2,125 43	2,125 43
Furtherance of musical research, composition, performance and appreciation.....	105 00	209 47	314 47	314 47	314 47	314 47	314 47	314 47	314 47	314 47
Enrichment of music collection.....	2,475 00	2,686 86	5,161 86	5,161 86	5,161 86	5,161 86	5,161 86	5,161 86	5,161 86	5,161 86
Consultant of Spanish and Portuguese literature.....	9,099 12	7,460 64	175 20	16,384 76	9,038 18	7,590 46	8,969 50	1,622 92	8,969 50	7,346 58
Chair of English Poetry and for equipment and maintenance of Hispanic Room.....	150 00	112 50	262 50	262 50	50 54	50 54	211 96	211 96	211 96	211 96
For the benefit of the Dayton C. Miller collection of flutes.....	5,054 97	3,610 73	799 89	7,865 81	2,598 25	3,378 69	5,287 01	19 45	5,287 01	5,267 56
Purchase of material in the Fine Arts.....	4,620 75	2,525 69	7,146 44	7,146 44	7,044 29	6,787 04	359 40	257 25	359 40	102 15
Consultants.....		2,702 49	2,501 15	201 34	100 35	2,601 00	101 49	50	101 49	100 99
Advancement of musical research.....	27,527 94	23,048 86	4,152 24	46,424 56	24,050 61	25,626 73	24,950 07	2,576 12	24,950 07	22,373 95
Total.....	2,400 00	6,641 16		2,400 00	2,400 00	2,400 00	6,549 46		6,549 46	6,549 46
Consultant in German literature.....	1,800 00	37 71	5 96	1,800 00	1,800 00	1,725 00	75 00	75 00	75 00	31 75
Cataloging Chinese and Japanese books.....	3,000 00	1,750 00		4,750 00	3,000 00	2,875 00	1,875 00	125 00	1,875 00	1,750 00
For investigating the dramatic holdings of the Library of Congress.....	6,258 37	116 67		6,375 04	5,987 44	5,987 44	387 60		387 60	387 60
Bibliographic research relating to American writers.....		400 00	1 00	400 00	1 00	1 00	400 00		400 00	400 00
Consultant in French literature.....	1,000 00			1,000 00			1,000 00		1,000 00	1,000 00
Consultant in Slavic history.....										
Purchase of Braille volume.....										
Purchase of Oliver Wendell Holmes manuscripts.....										
For Music Division of the Library of Congress.....										
Development of Recording Laboratory in the Music Division.....		55 26	2 50	52 76	18 29	19 79	35 47	1 00	35 47	34 47
Equipment.....		15,789 01	7,825 98	26,721 89	15,975 84	20,282 48	14,265 49	3,519 34	14,265 49	10,746 05
Revolving fund.....		5,457 43		5,557 43	4,232 71	4,171 75	1,385 68	60 96	1,385 68	1,324 72
Towards support of Program of Library Fellows.....		8,220 08	1,245 45	23,905 00	21,910 67	19,521 18	5,629 27	3,634 94	5,629 27	1,994 33
Furtherance of musical research, composition, performance and appreciation.....	16,910 37									
For preparation of bibliography on Dutch East Indies.....		511 47		511 47			511 47		511 47	511 47

See footnotes at end of table



B PERMANENT SPECIFIC APPROPRIATIONS AND TRUST FUNDS—BY DONOR—STATEMENT  
OF ACTIVITY—FISCAL YEAR 1945, AS OF JUNE 30, 1945—(Continued)

Appropriation title and donor	Purpose	Current appropriations and receipts	Reimbursements to appropriations	Unexpended balances appropriated brought forward from prior year	Unliquidated obligations brought forward from prior year	Unliquidated balance available for obligation	Obligations incurred during current fiscal year	Expenses during current fiscal year	Unexpended balances	Unliquidated obligations	Unliquidated balance available for obligation fiscal year 1946
Library of Congress Gift Fund—Continued											
Friends of Music in the Library of Congress	Instrument of music collection			\$222 38		\$222 38			\$222 38		\$222 38
Funk, Wilfred	Purchase of first editions of American and English literature			50 00		50 00			50 00		50 00
General Education Board	Continuation of cooperative cataloging service until Dec 31, 1943			1,741 10	\$1,487 90	253 20	\$1,487 90		253 20		253 20
Guggenheim Fund for the Promotion of Aeronautics, Inc. Daniel Hirschi, Alfred	Acquisition of collection of technical historical material			6 274 61	295 91	5,978 70	\$197 67	100 87	6,173 74	\$392 71	5,781 05
	For analysis of the Library of Congress holdings in the general field of religion			600 00		600 00	600 00				
Hoover Library on War Revolution and Peace	For collecting fugitive war material	\$2,125 00		48 12		2,173 12	1,667 99	1,584 66	588 46	85 53	505 15
Liss, Joseph	For miscellaneous application			25 00		25 00	25 00				
Loeffler bequest of Miss Fry	Purchase of music	42 41		391 19		433 80			433 80		433 80
Meyer, Agnes I	Lecture by Thomas Mann, May 29, 1945			1,000 00		1,000 00	1,000 00	1,000 00			
Netherlands Information Bureau	For Netherlands Study Unit	6,000 00		2,451 86	211 04	8,240 82	6,358 86	6,439 86	2,012 00	130 04	1,881 96
New York Public Library	For publications on contemporary history of Brazil since 1922	350 00				350 00			350 00		350 00
Rockefeller Foundation	Assistance to South and Central American libraries, Aug 16, 1941 to Sept 30, 1944			752 77	335 48	417 29	417 29	752 77			
	Development of the archive of Hispanic culture	8,825 00		2,041 16	1,882 28	8,983 88	6,300 13	6,100 65	4,765 51	2,081 76	2,683 75
	Experimental study of trends of wartime communications										
	Sept 1, 1941—Aug 31, 1942			13 10					13 10		13 10
	Sept 1, 1942—Aug 31, 1943			87 47					87 47		87 47
	Library of Microphotography—Revolving Fund	15,000 00	\$78,521 78	32,134 59	5,609 11	105,047 26	89,901 31	83,347 58	27,308 79	12,162 84	15,145 95
	Toward the project for servicing motion picture film—May 1, 1944—Apr 30, 1945			5,000 00		20,000 00	20,000 00	20,000 00			
	For expenses of organizing and developing collection of Slavic material in the Library and elsewhere in the United States			8,374 69	283 65	8,658 34	8,074 09	6,861 21	1,513 48	1,496 53	16 95

## APPENDICES

	23,900 00			23,900 00	11,218 25	10,985 07	12,914 93	2-3 18	12,681 75
For cataloging and organization of Slavic material in the Library of Congress	23,900 00								
Grants-in-Aid Studies in American history and civilization	23,000 00			23,000 00	5,453 80	1,668 80	21,331 20	5,785 00	17,546 20
Acquisition of Semitic material			350 00	350 00					350 00
Musical concerts	1,700 00			4,700 00	1,700 00	3,700 00	1,000 00	1,000 00	
Books- The Stradivari Memorial Purchase of Eugene Field's manu- scripts		7 70	164 49	472 19	28 50	28 50	443 69		443 69
Purchase of Mendelssohn letters and manuscripts	6,500 00		150 00			150 00			
Florence Hinkle Witherspoon Me- morial				6,500 00	6,500 00	6,500 00			
Total	121,831 15	97,288 34	101,270 52	19,432 85	217,859 54	208,408 21	111,981 80	28,884 18	83,097 62
Refunds	10,000 00		9,211 70		16,139 85	16,139 85	3,071 85		3,071 85
Refunds			832 04		302 51	302 51	529 53		529 53
Miscellaneous application...			7,172 09		2,258 74	2,206 99	4,965 10	51 75	4,913 35
Expenses of depository sets of Library of Congress cards									
Grand total	213,561 70	97,288 34	212,123 86	25,958 67	303,254 38	292,207 58	230,766 32	37,005 47	193,760 85

<sup>1</sup> Includes adjustments made during fiscal year 1945

C INVESTMENTS HELD BY THE LIBRARY OF CONGRESS TRUST FUND BOARD AND CASH DEPOSITED AS A  
PERMANENT LOAN TO THE UNITED STATES TREASURY AS OF JUNE 30, 1945

Name of fund	Purpose	Face value of invest- ments <sup>1</sup>	Anticipated annual income	Cash in per- manent loan fund	Annual in- come	Uninvested cash held by U. S. in annual income	Total face value of in- vestments, cash and cash in permanent loan	Total an- ticipated annual income
Request of Alexis V Babine, received in June 1931	Purchase of Slavic material.			\$6,684 74	\$267 38		\$6,684 74	\$267 38
William Lverts Benjamin Fund, received in April 1927	Chair of American History.	\$58,305 00	\$2,704 00			\$26 62	58,331 62	2,704 00
Richard Rogers Bowker Fund, received in January 1926	Bibliographic service.	4,802 00	412 00	1,169 06	46 76	46 27	6,017 33	478 76
Carnegie Corporation of New York, received in July 1927	Chair of Fine Arts.	5,000 00	(2)	88,365 58	3,534 62	30 00	93,195 58	3,534 62
Elizabeth Sprague Coolidge Foundation, <sup>3</sup> received in November 1926	Furtherance of musical research, composi- tion, performance and appreciation To provide annually one or more free lectures open to the public upon subjects associated with music or its literature	35,600 00	2,216 90	111,280 26	4,451 20	15 20	146,915 46	6,688 10
Bequest of Bertha L. Elson, received in 1945.	To be expended as the Librarian may deem best calculated to foster the interest of the public in music or in the literature of music Enrichment of music collection.			6,000 00	240 00		6,000 00	240 00
Friends of Music in The Library of Congress, received in August 1942	Chair of Aeronautics.	150 00	15 00	6,585 03	263 40		6,585 03	263 40
Daniel Guggenheim Fund, Inc., for the promo- tion of aeronautics, received in November 1929				5,242 85	209 72		5,392 85	224 72
Archer M. Huntington Foundation Book Purchase Fund, <sup>4</sup> received in December 1927				90,654 22	3,626 16		90,654 22	3,626 16
Hispanic Society Fund, received in May 1928.	Purchase of Hispanic material.	49,500 00	(2)	112,305 74	4,492 23		112,305 74	4,492 23
Nicholas Longworth Foundation, received in March 1933	Chair of the Literature of Spain and Portugal. Furtherance of music.			1,091 25	43 65	33 75	50,625 00	43 65
Bequest of Dayton C. Miller, received in October 1943	Benefit of the Dayton C. Miller collection of flutes	6,450 00	150 00	7,691 59	307 66		7,691 59	307 66
Bequest of Joseph Pennell, received in Septem- ber 1937	Purchase of material for the Pennell collections.			11,515 87	460 64		17,965 87	610 64
Henry Kirke Porter Memorial Fund, <sup>6</sup> received in December 1938	Maintenance of a consultancy (or for any other needs of the Library)	\$37,643 71	2,000 00	276,444 79	11,057 80		314,088 50	13,057 80
Sonneck Memorial Fund, established by the Beethoven Association, received in October 1929	Aid and advancement of musical research.	186,310 00	5,000 04				186,310 00	5,000 04
Gertrude Clarke Whittall Foundation, re- ceived between March 1936 and December 1944	Maintenance of the collection of Stradivari instruments and Tourte Bows presented by Mrs. Whittall and for concerts in which those instruments are used			12,088 13	483 52		12,088 13	483 52
				320,000 00	12,800 00		320,000 00	12,800 00

5 Of this amount \$14,837.41 represents book values of realty and investments held by the President Trust Co of Philadelphia, under power of attorney

6 Consisting of one-half of the proceeds to be realized from the sale of real estate (assessed at \$372,620) conveyed to the Trust Fund Board by Miss Anne May Hegeman

NOTE: This statement does not reflect the bequest of Gertrude M Hubbard in the amount of \$20,000 accepted by an Act of Congress (Public No 216, 62d Cong, approved Aug 20, 1912), and deposited with the U S Treasury, from which the Library of Congress receives an annual income of \$800 for the purchase of engravings and etchings to be added to the Gardner Greene Hubbard Collection

1 Consisting of bonds, stocks and realty (Stocks of no par value are listed at selling price as of June 30, 1945)  
2 Income indefinite  
3 In addition to this fund, Mrs. Coolidge has assigned to the Library in the interest of its Music Division, the entire net income (approximately \$15,000 a year) from a fund of \$400,000 held in trust by the Northern Trust Co. of Chicago for her benefit under the terms of her father's will  
4 Under a provision made by Mr. Huntington in November 1936, the Trust Fund Board receives also half the income from \$888,348.09 held in trust by the Bank of New York for the equipment and maintenance of the Hispanic Room in the Library of Congress and for a Chair of Poetry of the English language

# Appendix XVI Quantity Operations of the Tabulating Office

Operation	Number of machines		Quantity of cards handled		Machine-hours required		Man-hours required	
	1945	1944	1945	1944	1945	1944	1945	1944
Pay roll and personnel								
Pay roll	6	6	85,000	82,000	1,400	1,494	1,464	1,519
Employee earning statistics	3	3	39,000	36,000	235	172	93	80
Committee on Reduction of Federal Expenditures	3	3	<sup>1</sup> 60,000	<sup>1</sup> 62,000	242	256	94	80
Civil service report	4	4	4,750	4,800	36	24	62	62
Appropriation totals	4	4	93,000	<sup>1</sup> 70,000	56	48	112	96
Bond, tax, and retirement summary	4	4	<sup>1</sup> 93,000	<sup>1</sup> 70,000	162	144	184	160
Withholding tax statement	3	3	18,000	<sup>1</sup> 70,000	196	480	196	36
Budget analysis	4	4	<sup>1</sup> 93,000	<sup>1</sup> 70,000	462	480	46	40
Leave records	6	6	24,000	<sup>2</sup> 13,000	964	<sup>2</sup> 288	1,345	<sup>2</sup> 624
Miscellaneous reports	7	7	<sup>1</sup> 270,000	<sup>1</sup> 300,000	1,489	1,096	787	1,370
Total	8	8	263,750	192,800	5,242	4,482	4,383	4,067
Card Division								
Billing	7	7	835,000	864,000	4,481	4,496	5,105	5,215
Sales analysis	6	6	<sup>1</sup> 835,000	<sup>1</sup> 864,000	1,542	1,512	744	916
Employee statistics	6	6	76,000	96,000	265	248	128	130
Pay roll distribution	3	3	14,000	12,000	32	24	48	48
Miscellaneous reports	8		200,000		50		31	
Total	8	8	965,000	972,000	6,271	6,280	6,056	6,309
Processing Department								
Work records	5	5	624,000	390,000	2,142	1,600	2,100	1,440
Operation analysis	5	5	<sup>1</sup> 624,000	<sup>1</sup> 390,000	1,026	600	488	389
Total	8	8	624,000	390,000	3,068	2,200	2,588	1,829
Total operations	8	8	1,127,750	1,554,800	14,581	12,962	13,027	12,205

<sup>1</sup> Same cards used more than once

<sup>2</sup> Apr 1, 1944, to June 30, 1944

## Appendix XVII. Photoduplication Statistics

### A DISPOSITION OF ORDERS FOR PHOTODUPLICATES, FISCAL YEARS 1945 AND 1944

	1945	1944		1945	1944
Total number of requests for photoduplicates	8,391	7,076	Total number of requests not filled because of copyright restrictions (approximate)	352	283
Total number of requests filled	7,230	6,244	Total number of other requests not filled because material not available in the Library of Congress and not located in other libraries (approximate)	226	195
Total number of requests for photocopies of materials not in the Library of Congress, but handled by referring persons to other libraries where materials may be available (approximate)	583	345			

### B PHOTODUPLICATES PRODUCED, FISCAL YEARS 1945 AND 1944

	For official use <sup>1</sup>		All other photoduplicates		Total production <sup>2</sup>	
	1945	1944	1945	1944	1945	1944
Photostat exposures	39,728	36,517	72,033	80,945	111,761	117,462
Negative exposures of microfilm	5,364	<sup>3</sup> 597,700	1,379,364	905,608	1,384,728	1,503,308
Positive feet of microfilm	760	<sup>4</sup> 70,418	463,064	361,203	463,824	431,621
Enlargements from microfilm	934	91	48,938	31,433	49,872	31,524
Photograph copy negatives	705	294	2,587	2,313	3,292	2,607
Photograph view negatives	109	57			109	57
Photograph contact prints	2,198	667	8,851	3,138	11,049	3,805
Photograph projection prints	300	200	4,869	2,957	5,169	3,157
Lantern slides	62	9	393	559	455	568
Blueprints (square feet)			25,730	<sup>5</sup> 21,349	25,730	21,349
Multex plates	129	165			129	165
Multilith copies	543,113	333,080			543,113	333,080
Dry mounting	490	29	3,070	819	3,560	848
Duplimats	58	32			58	32

<sup>1</sup> This includes photoduplicates for official use of the staff of the Library and Members of Congress

<sup>2</sup> Receipts for all photoduplicates whether for official use or for other uses were credited in fiscal year 1945 to the revolving fund of the Photoduplication Service

<sup>3</sup> This figure includes 582,868 newspapers which were reported for fiscal, 1944

<sup>4</sup> This figure includes 70,308 newspapers which were reported for fiscal, 1944

<sup>5</sup> 10,594 square feet made by the Forest Service of the Department of Agriculture on a reimbursable basis

## Appendix XVIII. Recording Laboratory Statistics

Total receipts	\$18,758 86	<i>Statement for June 30, 1945</i>	
Total obligations		Unobligated balance, June 30, 1945	\$10,746 05
Personal services <sup>2</sup>	\$4,648 33	Funds to be transferred from Special	
Travel	17 56	Deposits	463 51
Transportation of things	528 20	Accounts receivable (work completed)	6,425 00
Communications services	262 89	Value of supplies on hand	5,382 99
Rent and utility	117 00		23,017 55
Printing and binding	1,234 48		
Other contractual services	1,009 70	Net value, June 30, 1945	23,017.55
Supplies and materials	6,855 96	Supplies and stock on order, June 30, 1945	3 692 85
Equipment	1,301 72		
	<u>15,975 84</u>	Total	26 710 40
Balance of receipts over obligations	2,783 02	<i>Production</i>	
Unobligated balance, June 30, 1944	7,963 03	13¼-inch masters for pressing	785
Unobligated balance, June 30, 1945	10,746 50	17¼-inch masters for pressing	4
		10-inch instantaneous acetate records	31
		12-inch instantaneous acetate records	1,558
		16-inch instantaneous acetate records	885
<sup>1</sup> The Recording Laboratory operates on a revolving fund established by a grant of funds from the Carnegie Corporation		<i>Sales of Pressings</i>	
<sup>2</sup> This does not include the salary of the Chief Engineer (\$4,300), which is paid from appropriated funds		10-inch records	739
		12-inch records	675

## Appendix XIX. Legislation Specifically Relating to the Library of Congress, Fiscal Year 1945

Public Law No	Date of approval	Statutory citation	Provision
529 (78th Cong )	Dec 22, 1944	58 Stat 873	Appropriates \$13,875 for penalty mail costs
86 (79th Cong )	June 13, 1945	59 Stat 252-256	Appropriates funds for maintenance and operation of the Library
106 (79th Cong )	June 30, 1945	59 Stat 296 , §101 (a)	Makes Federal Employees' Pay Act applicable to the Library

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